
# I'VE GOT A PROJECT
# NOW WHAT DO I DO?

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# FOREWORD

Congratulations on having a successful application. The personnel of the Enhancement Unit are looking forward to assisting you make your vision a reality. We are committed to providing friendly, helpful service to our Sponsors. It is our goal for each Sponsor to be provided with the information they need in order to bring their project to construction in a timely manner.

The purpose of this manual is to provide a guide toward developing your project within the LaDOTD framework. Since most projects fall under the 95/5-match system, this manual is geared for those projects. If your project is an 80/20 match, please contact the HQ Enhancement Coordinator assigned to your project. Unusual projects do occur within the Transportation Enhancement (TE) Program, so please do not hesitate to call if questions do come up that this guide does not answer.

The intention is to update this manual on a yearly basis so the latest information will be available to our partners. Upon reading this manual, if you have any suggestions for improving it, please let us know what they are.

Sponsors should be aware that this is **not** a grant program, but a cost-reimbursable, pay-as-you-go program. This means that the Sponsor pays the contractor first; then LaDOTD will reimburse the Sponsor in accordance with the program guidelines. The development of your enhancement project will be a joint effort between LaDOTD, FHWA and you. You will be assigned your own LaDOTD HQ Enhancement Coordinator to help guide your project through to completion. To that end, please feel free to call on the Enhancement Unit if we may be of assistance in anyway.

Also Sponsors should note that this manual is actually a part of the City/Sponsor Agreement; therefore, we urge you to familiarize yourself with it.

For more information concerning the background of the TE Program and how to apply for the program, please refer to the *Transportation Enhancement Information Guide,* latest edition posted at www.dotd.louisiana.gov.

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# TABLE OF CONTENTS

## WHEN DO I GET MY CHECK?

Remember this is a cost reimbursable, pay-as-you-go program. It is not a grant. The money is not paid in a lump sum check to the Sponsor. The money is not actually deposited into a spending account for your project until the final bid documents have been approved (authorized) by the FHWA. The letting date is not set until final plan documents have been received and approved by your coordinator. In no case will money be set up until the project has been authorized by the FHWA. The "rule of thumb" is: Do not start with any work **for which you expect to be reimbursed** until you are notified in writing from LaDOTD to proceed. If in doubt, **call your HQ Enhancement Coordinator.**

## WHAT'S MY FUNDING?

The maximum federal funding for the project is set by the amount requested in the application to the program. In very rare cases, the Committee may increase the initial funding cap for the project if they suspect that the cost estimate was too low. Funding caps for your project are posted on the LaDOTD website at www.dotd.louisiana.gov along with the announcement of successful projects taken into the program.

**Additional funding for project costs in excess of the maximum Federal funds awarded will not be provided. The Sponsor will be responsible for any cost in excess of the maximum Federal funds.** Sponsors should carefully control increases and overruns as they may jeopardize completion of the entire project. If the Sponsor decides not to complete a project, the Sponsor shall reimburse all federal expenditures, if any, to the LaDOTD.

If the Sponsor elects, additional funding may be requested for the project during the next project selection cycle. Please note that a request for additional funding is **not** a guarantee that it will be selected.

## WHAT'S MY NEXT STEP?

Now that the project has been accepted into the Transportation Enhancement Program (TEP), you must provide **a resolution stating that you, the Sponsor, agree to supply the match share, manage and maintain the project, and assume the legal liability for the project. LaDOTD will not advance the project until this requirement is met. If a resolution is not supplied to the LaDOTD within three months of project selection, the project will be cancelled. Resolutions shall be mailed to the LaDOTD Enhancement Program Manager. Time extension requests with reasoning why the extension is necessary must be submitted in writing to the LaDOTD Enhancement Program Manager. The deadline for receipt of either the resolution or time extension requests for the projects is 60 days after official notification of project acceptance.**

## WHEN MAY THE DESIGN START?

**For projects that are 95/5-match share wherein the Sponsor must pay all design and construction engineering/supervision/inspection/testing costs or such services are donated, the project design may start at anytime.** The Sponsor may choose the consultants for the project and negotiate the consultant fees without LaDOTD or FHWA oversight. Please be aware that LaDOTD will be advertising

and taking the bids on **all Enhancement projects**; therefore, at no time should any project construction wherein the Sponsor expects reimbursement start before written authorization is provided by LaDOTD.

**For projects that are 80/20 match share**, **DO NOT START ANY WORK THAT YOU EXPECT REIMBURSEMENT FOR UNTIL NOTIFIED IN WRITING (WITH A "NOTICE TO PROCEED") BY LaDOTD.** Actions (or work) taken prior to FHWA project authorization are not eligible for compensation. This **does not** mean the portion of the action done before authorization is ineligible and the portion done after authorization is eligible. **None of the action is eligible.** For example, if the Sponsor intends to be compensated for right-of-way acquisition, and if they begin acquisition before authorization, none of the right-of-way acquisition will be eligible for reimbursement. The Sponsor will be notified **in writing** when expenditures are authorized, and can be incurred. Please keep in contact with the HQ Enhancement Coordinator assigned to the project to ensure that all appropriate actions are taken.

## AFTER I GET THE RESOLUTION, WHAT'S NEXT?

The next major task is obtaining the **environmental clearance** for your project. For this procedure (and for all questions relating to environmental clearance), Mr. Mike LaFleur of the Environmental Section at 225-242-4512, mlafleur@dotd.louisiana.gov, will be the point of contact. Please refer to the contact list in the Appendix for further information.

The basic steps in the process are:

1. Obtain an Environmental Packet from the LaDOTD Environmental Section. (Copy in the Appendix.)
2. Provide a project description and a vicinity map to Environmental Section.
3. Send out the Solicitation of View's to the mailing list provided by Environmental Section.
4. Send completed checklist, copies of solicitation letters, mailing list and responses back to Environmental Section.
5. If all documentation is in order, the Environmental Section will process the documents to obtain the Environmental Clearance.
6. If permits are required as a result of the environmental process, then the Sponsor shall supply two copies of the application or the final permit for our records. One copy goes to the Environmental Section and the other goes to the Enhancement Coordinator.

Please note that any changes or stipulations that are required to the project as a result of this process will be paid for by the Sponsor should insufficient funds have been initially requested.

## WHO DOES THE AGREEMENT AND WHEN?

Once the Environmental Clearance has been obtained, **LaDOTD will generate the State/Sponsor Agreement** for the project. This legal document spells out what each participant's responsibilities are.

Basic information required to write the Agreement is:

1. State Project Number,
2. Federal Aid Project Number,
3. Project Title,
4. Parish where project will be constructed,

5. Sponsor's legal name and Federal Identification Number,
6. Maximum federal funding for the project,
7. District where project will be constructed,
8. A good project description-what is being done, where it is being done, etc., and
9. Maintenance and liability responsibilities.

The Sponsor will be sent the agreement with a letter stating the legal requirements that must be adhered to for LaDOTD to process the document. Should the Sponsor have any changes to the agreement that they wish made before signing, please contact the HQ Enhancement Coordinator on the proper procedure. If changes are acceptable with LaDOTD, revised agreements will be sent out to the Sponsor for their signature. Once signed, please follow the directions in the accompanying letter concerning whom to send the Agreement back to at LaDOTD.

## WHEN DO I NEED THE MATCH?

**The match is required at the time of construction.** However, please note that this is a cost-reimbursable program. This means that the Sponsor pays the contractor first, and then files a request with the LaDOTD District Construction Coordinator for reimbursement for the funds. Invoices may be filed with the Department on a monthly basis; therefore, Sponsors should ensure that they have sufficient monies set aside to cover payments.

## WHAT TYPE OF MATCH CAN BE USED?

The match for Enhancement projects may either come from **Real Property or Cash**. **In-kind Services cannot be used as match.**

**In-kind services** are those services provided by the Sponsor using their own labor and material. This work could include such items as drainage work, clearing and grubbing, etc. In-kind services may be used to reduce the overall cost of the project but will not count as match for the project.

### REAL PROPERTY MATCH

On ROW matches, the Sponsor should work closely with their HQ Enhancement Coordinator since ROW matches have certain stipulations. **Use of the ROW as match must have been requested in the application.** The real property must be specifically acquired for the project and cannot be already owned public land. If the Sponsor proposes to use ROW for match, the appraisal and acquisition must meet state and Federal guidelines. The LaDOTD Real Estate Section will ultimately review for concurrence with value and thus determine the actual value of the match. Regardless of whether the Sponsor wants LaDOTD to participate in the cost of obtaining ROW (which be on an 80/20 cost basis), all federal guidelines for acquisitions will apply. Before obtaining the ROW, the Sponsor must receive from LaDOTD a preauthorization order for ROW acquisition and a LaDOTD-certified appraiser must perform the appraisal. The Sponsor may obtain a list of LaDOTD-certified appraisers in his area from the LaDOTD Real Estate Section. The LaDOTD Real Estate Section does have a manual for the procedures on the LaDOTD website. The manual may be found at: www.dotd.louisiana.gov/highways/project devel/realestate/documents LPA Manual.pdf

**CASH MATCH SOURCES**

The Enhancement Program is unique as the cash match may come from any source type including other federal funding sources except another U.S. Department of Transportation (USDOT) sponsored funding source. Therefore, the Sponsor may use HUD money for example as part of their cash match. Sponsors should note that **this acceptance of federal funds as match source is only for TE projects, no other FHWA program has this feature. The Sponsor will be responsible for ensuring that they meet the program guidelines for other federal sources. LaDOTD in no way accepts responsibility for ensuring federal program rules are met, other than FHWA.**

## WHAT ABOUT INELIGIBLE ITEMS?

If the project has items that are deemed ineligible or non-participating by the HQ Enhancement Coordinator, **the items may be included in the project** but they will need to be separated on the Summary of Quantities sheet in the plans. The Sponsor shall solely be responsible for providing the funds for these items. Please refer to the *Transportation Enhancement Information Guide*, latest edition, for more detailed information concerning ineligible items.

## CAN THE PROJECT SCOPE BE CHANGED?

Scope changes from the original application will not be looked on favorably by LaDOTD; but are not impossible to obtain. However, Sponsors **cannot make changes** in the design or scope of the project **without LaDOTD's written approval, justification** and an adjustment to the project's State/Sponsor Agreement. The Sponsor must relay any proposed changes in the scope of the project to the LaDOTD Enhancement Program Manager as soon as possible after their decision to modify a project. Any changes in scope after environmental clearance has been obtained **must** be submitted to the Environmental Section for review. Changes in scope **may** require obtaining environmental clearance again. Changes without LaDOTD's approval **will** prohibit the reimbursement of funding for the changed scope/items.

## WHAT ABOUT PRESS RELEASES?

**All press releases** concerning any Enhancement project **must be cleared through the HQ Enhancement Coordinator** assigned to the project for accuracy and content. The Sponsor is required to identify the LaDOTD and the FHWA for their participation in the project in any news releases or other promotional material for the project. If a sign is provided for construction, LaDOTD must be identified as providing funding for the project.

## WHAT ABOUT THE PLAN FORMAT?

**All plans shall be in the LaDOTD format**. The consultant may e-mail the HQ Enhancement Coordinator and request a file containing the LaDOTD title sheet, blank sheet and plan/profile sheets. The file will be e-mailed back to the consultant.

Basic plan criteria are as follows:

- Plan sheet size will be 22" x 36" **(this is not a typo—it is 22" not 24").**
- Stationing and plan layout should show increasing stationing reading left to right. LaDOTD plans are laid out west to east or south to north as the direction of increasing stationing.
- Text sizes should be sufficient that text will be legible when printed at half-scale.
- LaDOTD sheet numbering format will be maintained.
    - Title Sheet will be Sheet No. 1.
    - Typical Sections and Details will be Sheet Series Nos. 2-2x.
    - Summary of Estimated Quantities will be Sheet Series No. 3-3x.
    - All other plan sheets will follow numbered sequentially.
    - When LaDOTD Standard Detail sheets or other entities Standard Plans are used, place them as the last sheets in the main body of sheets. DOTD Standard Detail sheets shall be noted as such on the Index of Sheets.
    - LaDOTD Standard Plans will be numbered starting at 201, then sequentially.
    - Cross-section, if used, will be numbered starting at 401, then sequentially.

An example set of plans may be obtained from the HQ Enhancement Coordinator. Consultants may also obtain additional downloadable information at the LaDOTD website at www.dotd.louisiana.gov.

## ANY WISDOM TO IMPART?

Depending on the complexity of the project, some projects may require more submittals than just preliminary plans, plan-in-hand prints, advanced check prints and final plans. Intermediate plans (Partials) may be necessary; your HQ Enhancement Coordinator will determine what submittals will be necessary.

All LaDOTD projects must have bid items for mobilization, temporary signs and barricades, and traffic control management. Also, if appropriate, construction sequencing sheets must be included in the plans. Usually construction layout will be included as a pay item.

If Construction layout is not included as a pay item and there are complex geometrics or structures contained in the plans, the Sponsor will be responsible for providing construction layout at their own cost. Construction layout may also include vertical datum if drainage pipe is to be installed. Most importantly, location of utility conflicts is vital to the construction layout.

If Item 202-01, "Removal of Structures and Obstructions", paid as a Lump Sum is used, then all items being removed under this item must be identified in one of 3 ways: 1) use of a table, 2) each item should be identified on the appropriate plan sheets or 3) by a general note on the plans listing the affected items.

If quantities are significant enough to use Item 203-06, "Excavation and Embankment", Lump Sum, the consultant should include estimated quantities of excavation and embankment for the contractor's information.

If asphaltic concrete is used for path construction, the LaDOTD uses Superpave Asphaltic Concrete, Incidental Paving (Level A). This is a richer asphalt mix used for low impact situations where the asphalt does not get heavy use.

Information supplied on the plans should be sufficient for a contractor to build the project. For bicycle paths and sidewalks, stationing must be provided on the plans, along with distance from edge of road pavement (if applicable) and any geometric information necessary for construction layout. Surveys should be of sufficient detail to provide any overhead or underground utility, drainage, obstacles and right-of-way information on the plans.

## WHAT SHOULD THE SPECIFICATIONS LOOK LIKE?

LaDOTD will advertise and let the project; therefore the **final bid documents will be prepared by LaDOTD personnel** based on the final plans and bid items used. The **Sponsor is only responsible for providing any technical specifications for specialty items** being used for inclusion into the bid document. Specialty "S" items are defined as those items not covered in the *Louisiana Standard Specifications for Roads and Bridges,* latest edition, (Standard Specs). Use LaDOTD pay items wherever appropriate or possible.

General rules for pay items are as follows:

1. If the Standard Specs item is sufficient for the use intended, use the LaDOTD pay item number.
2. If the item is different in any way or does not have a correlation in the Standard Specs, then an "S" item is used and a technical specification for the item must be supplied. The specification supplied must cover the following:
    a. Scope of work,
    b. Description of how work is to be accomplished (To what standards), and
    c. How the work is to be measured and/or paid for.
    d. If materials are to be accepted in a manner different from LaDOTD procedures, specify method. (Example: Accept manufacturer's certification in lieu of testing.)
3. "S" items may have a modifier if several items of the same type are in the project. Example: S-002-A or S-002-B.
4. Should the governing authority have specifications for any items that they wish to use instead of LaDOTD Standard pay items, it will be an "S" item.
5. Each "S" item should have its own individual specification, unless they are related items. Example: S-002-A and S-002-B. If the main body of the specification is the same, the items do not need separate write-ups. If in doubt, ask your HQ Enhancement Coordinator.

## ARE THERE ANY DESIGN GUIDELINES?

Bicycle and pedestrian facilities shall follow **AASHTO and ADA** requirements.

The list of basic guidelines for **sidewalks** that follows is not to be considered as all-inclusive. It is merely a listing of very basic overall expectations.

- LaDOTD at the present time allows sidewalks not adjacent to a roadway to have a minimum width of 4'. However, the minimum desirable width is 5' in the guidelines therefore every effort should be made to secure 5' widths. Sidewalks adjacent to a roadway shall be a minimum width of 6' and be adjacent to a **roadway barrier** curb.

- At mountable curbs, sidewalks shall be placed a minimum distance of 2' from the back of the curb.
- Where no curb exists, it is preferred that the sidewalk be placed as close to the right-of-way edge as possible. Otherwise, a minimum distance of 3' shall separate the edge of the sidewalk from the edge of pavement.
- Sidewalk widths should be completely free of obstacles and protruding objects.
- When obstacles mounted on posts can be approached from the side, they should not protrude more than 4 inches. Pole mounted objects that can only be approached from the front should not protrude more than 12 inches into the sidewalk corridor.
- Handicap (Curb) ramps must be provided on both sides of street. (Do not send people into the street with nowhere to go). Curb ramps shall have a 24-inch strip containing detectable warnings at the bottom of the ramp (truncated domes). Detectable warning strips shall also be installed at the transition between sidewalks and street pavement.
- Grade of a sidewalk corridor should not exceed 5%. If 5% is exceeded, level landings should be provided per ADA guidelines. Level landing slopes should not exceed 2% in any direction.
- Sidewalk cross slopes should not exceed 2%.
- If the sidewalk is in "hill" country, the grade of the pedestrian access route within a sidewalk is permitted to be as steep as the grade of the adjoining roadway. The grade can be steeper than the roadway grade where the route slopes less than 1:20 or is treated as a complying ramp. However, a grade sign should be provided.
- If at all possible, catch basins and manhole covers should not be in the sidewalk corridor. Where it is unavoidable, Type C reticulated grate shall be used for the catch basin and a 4' path width shall be provided around the grate.
- Pedestrian crossings shall be marked in accordance with MUTCD guidelines.
- Concrete sidewalks should have at least a broom finish to prevent slippage.

The list of basic guidelines for bicycle paths or bicycle lanes that follows is not to be considered as all-inclusive. It is merely a listing of very basic overall expectations. Please refer to the *AASHTO Guide for the Development of Bicycle Facilities, Latest Edition,* for more specific information.

- Where paved highway shoulders are to be used for bicycle traffic (bicycle lanes), the minimum width of shoulder is 4'. Bicycle traffic shall be one-way with the flow of traffic. Where shoulders are installed on State Maintained Roads for bicycle use, no pavement markings or signage will be installed.
- For two-directional detached shared use bicycle path, the recommended minimum width is 10'. The width may be reduced to 8' if the following conditions exist:
    - Bicycle traffic is expected to be low even during peak conditions,
    - Pedestrian use is not expected to be more than occasional,
    - Good horizontal and vertical alignment providing safe and frequent passing opportunities exist, and
    - During normal maintenance activities, the path will not be subjected to maintenance vehicle loading conditions that would cause pavement edge damage.
- The minimum width for a one-directional shared use path is 6'.
- Designer should take into consideration if the path will be subject to maintenance equipment or unusual loading when establishing the pavement thickness.
- For asphalt bicycle paths, wearing course shall be LaDOTD Superpave Asphaltic Concrete, Incidental Paving (Level A). For bicycle lanes, type of asphalt mix used should be based on vehicular traffic and use.

The list of basic guidelines for buildings that follows is not to be considered as all-inclusive. It is merely a listing of very basic overall expectations.

- If building is on or eligible for the National Register of Historic Places (NRHP), then State Historic Preservation Office (SHPO) guidelines must be followed. When federal funds are used, properties that are **eligible** for listing on the NRHP must be treated the same as if they were listed.
- The Sponsor is greatly encouraged to obtain the services of a consultant experienced in historical renovations. Hidden costs are not unusual in building renovations; however, an experienced consultant may be able to keep surprises to a minimum.
- Keep in close contact with your HQ Enhancement Coordinator to ensure that the project is going in the right direction. Each project of this type is unique unto itself; therefore, partnering is of utmost importance in these cases.

## WHAT IF I HAVE UTILITY RELOCATIONS?

Only utility adjustments may be included as pay items in the plans. Utility relocations will be the responsibility of the Sponsor to see that affected utilities are relocated prior to the LaDOTD letting. Relocations must be discussed at the plan-in-hand. It is advised that the Sponsor coordinate the work and procedures with the District Utility Representative in their area. Most problems that are encountered in construction are a result of utility issues; keep this in mind when designing your project. LaDOTD will require a letter of assurance that all utilities will be relocated, if necessary, prior to construction.

The Sponsor must also forward a notification of the construction and a copy of the plan/profile sheet to the appropriate utility companies. Please ensure that the HQ Enhancement Coordinator, the District Utility Representative and the District Construction Engineer are copied when transmitting information to the utility companies. Prior to construction, verification and/or scheduling of the utility relocations must be forwarded to the District Utility Representative and Construction Engineer with a copy sent to the HQ Enhancement Coordinator.

## WHAT'S A PLAN-IN-HAND?

After preliminary plans have been accepted and before final signed plans are accepted, a plan-in-hand meeting will be held. This meeting consists of an office review of the plans and a field inspection of the project site. The plans should have right-of-way information, utility relocations and adjustments specified, typical sections and details, cross-sections (if needed) and a listing of pay items to be used on the project (quantities are not required but are helpful).

The HQ Enhancement Coordinator will coordinate with the Sponsor and/or their consultant to set up the meeting. The various section personnel (Construction, Right-of-Way, etc.) will be invited to attend the meeting for their input. In most cases, the plan-in-hand will be held near the project site (Sponsor's facilities). It will be the Sponsor's (or their representative's) responsibility to invite all utilities affected by the project to the meeting.

## WHAT IS NEEDED FOR ADVANCED CHECK PRINTS (ACP'S)?

After the plan-in-hand (PIH), the Sponsor and/or their consultant will make any corrections necessary as a result of the PIH. The next step is to provide to the HQ Enhancement Coordinator at least 5 sets of the corrected plans (or more copies if indicated by the Coordinator). These plans will be forwarded to other LaDOTD personnel for another review to ensure that all corrections have been made to the plans and no other issues have arisen since the PIH. After this review and any corrections resulting from it, the Sponsor and/or their consultant will send in the final submittal for the project.

## WHAT IS NEEDED AT FINAL SUBMISSION?

After receipt by the HQ Enhancement Coordinator of the **final signed, sealed and dated plans with both the consultant and Sponsor's signatures, technical specifications and the cost estimate (PS&E)**, the documents will be transmitted to the Contracts and Specifications Unit for final document preparation. Other information required is as follows:

- Estimated contract time in working days. The "rule of thumb" is 200 working days per calendar year.
- The Sponsor's Project Engineer's name, address, phone numbers.
- The Sponsor's contact person's name, address, phone numbers.
- Electronic copy of technical specifications. Specifications should be in Microsoft Word format.
- Projected land acreage that the work will disturb for use in the "Notice of Intent" permit required for LPDES stormwater general permit. Also, include the nearest body of water that runoff will be discharged into. As of March 10, 2003, the LPDES stormwater general permit must be secured for small construction activity projects, which affect 1 acre or more. For more information, check out the DEQ website at www.deq.state.la.us.
- Copy of letter from DOTD District Real Estate officer certifying that the ROW has been cleared or projected date that ROW will be cleared for use.

The project will then be placed on the LaDOTD letting list, a minimum of 4 months (provided funding is available) from the receipt of PS&E package. In the case of LaDOTD, the letting means when the actual bid is opened. Please note that if the final submission is received after March 1st, the letting will probably be set for December of that year. This is based on funding issues at the State level.

## WHAT'S THE LAST STEP BEFORE LETTING?

Prior to the final letting date being approved, **a letter** stating the following **is required from the Sponsor**:

1. **Right-of-way** is in the possession of the Sponsor or is cleared for use.
2. **Utilities** will be relocated prior to construction.
3. The **Sponsor** is aware that they must **provide any additional funds** required to build the project should they want to concur with the bid award.
4. **The Sponsor is aware that this is a cost-reimbursable program**. Therefore, they understand they must pay the contractor, then request reimbursement.

## WHAT IF AN ADDENDUM IS NEEDED?

**All addenda (revisions to the plans or specifications after the signature of the LaDOTD Chief Engineer has been obtained) will be sent out by LaDOTD** through our normal process. Contact your HQ Enhancement Coordinator should an addendum be deemed necessary.

Deadlines for addendums are as follows:

- If plans are involved, the HQ Enhancement Coordinator must receive the proposed addendum at least 10 days before the letting date.
- If only specifications are involved, the HQ Enhancement Coordinator must receive the proposed addendum at least 7 days before the letting date.

If an addendum is required and the deadline is past, the Sponsor must decide whether to pull the job from the letting or proceed with the letting. The HQ Enhancement Coordinator should be verbally informed as soon as possible and a letter should follow as soon as possible requesting postponement of the letting. Usually, if a project is "pulled" from the letting, it will be rescheduled for the next month's letting.

## WHAT HAPPENS NOW?

Once the project has been let, **a letter is sent to the Sponsor asking for concurrence** with the low bidder. Once the concurrence is received, LaDOTD will institute processing all needed paperwork for the award of contract. The contract is between the Sponsor and the contractor; LaDOTD is not a party to the contract. LaDOTD will send the contractor an "Entity Notice of Contract Execution" letter. This letter states that the construction contracts have been reviewed by LaDOTD and found satisfactory; it also gives the Sponsor the authority to issue the "Notice to Proceed" for the work. The Sponsor should coordinate the Notice to Proceed with the District Office. Before the pre-construction conference (discussed below), the Sponsor's Project Engineer should schedule a meeting with the LaDOTD District Project Engineer (District Construction Coordinator) in order to determine when a LaDOTD certified inspector is needed; to review the paperwork required for partial estimates, final estimates and change orders (plan changes); and to verify what the sampling and testing requirements for the job will be. **Please be aware that failure to comply with construction paperwork requirements will cause reimbursement of construction costs to be either delayed or (in severe cases) withheld.** It is also recommended that since many contractors are not familiar with LaDOTD procedures, that a pre-construction conference be held in coordination with the District Construction Coordinator. Congratulations, your project is now ready to be built.

## CONSTRUCTION OVERVIEW

**When the project is under construction, your main LaDOTD coordinator moves to the District.** A District Construction Coordinator will be assigned the coordination of the project to assist you with **keeping the necessary paperwork straight and to provide project oversight**. The daily construction inspection is the responsibility of the Sponsor if the project is a 95/5 match. However, the District Construction Coordinator will be responsible for ensuring that the public investment is being looked after.

**Inspectors** used by the Sponsor shall be **LaDOTD certified** and experienced in the type of construction that they are required to oversee.

Shop drawings and submittals are to be reviewed and approved by the Sponsor's engineer. LaDOTD will be available for consultation, but will not accept approval responsibility.

**Payment of the contractor is the responsibility of the Sponsor**. Remember this is not a grant; it is a cost-reimbursable, "pay-as-you-go" program. This means the Sponsor pays first; then LaDOTD will reimburse the Sponsor the appropriate percentage. This also means that the contract is between the contractor and the Sponsor; LaDOTD is not a party to the contract. Therefore, any calls by the contractor to LaDOTD regarding payment of invoices will be directed back to the Sponsor. **However, all supporting paperwork required by the District Construction Coordinator must be supplied before an estimate may be processed; this will ensure that field books, daily diaries, etc. (as required by the Construction Contract Administration Manual) are being kept on the project as required.**

**Plan changes must be submitted to LaDOTD for review and concurrence**, even if the Sponsor pays for the entire plan change. **Any extra work done prior to LaDOTD's concurrence may result in the Sponsor being 100% responsible for pay.** Complete records must be kept for auditing purposes. The cost of any plan changes that require additional monies (based on appropriate match) beyond the maximum Federal Funding level set in the State/Sponsor Agreement will be the sole responsibility of the Sponsor.

# LET'S GET SPECIFIC ABOUT CONSTRUCTION

Information is the key to a good project. By consulting with LaDOTD District personnel, a list of commonly asked questions from Sponsors and the Sponsor's Project Engineers was obtained with their answers. The list follows:

1. **Who does the Project Engineer work for?**

   The "Project Engineer" works for and is paid by the Sponsor.

2. **Will the District Construction Coordinator be giving the Sponsor's Project Engineer instructions and telling him what to do and how to run the job?**

   **NO!!!** The Sponsor's Project Engineer is hired and paid to run the job.

3. **When do I need to first meet with the District Construction Coordinator?**

   As stated elsewhere, before the pre-construction conference. The Sponsor's Project Engineer should schedule a meeting with the LaDOTD District Project Engineer (District Construction Coordinator) in order to determine when a LaDOTD certified inspector is needed; to review the paperwork required for partial estimates, final estimates and change orders (plan changes); and to verify what the sampling and testing requirements for the job will be. Documentation for Enhancement projects will follow the LaDOTD Construction Contract Administration Manual (CCA Manual), a copy of which may be downloaded from the Department's website**.**

4. **Do I need a LaDOTD certified inspector to inspect the work on this job?**

**Yes you do, if a LaDOTD certified inspector is required for similar work on LaDOTD construction projects.** For example, pouring structural concrete would require a LaDOTD certified inspector. Pouring sidewalks does **not** require a LaDOTD certified inspector. To lay and backfill pipe does not require a LaDOTD certified inspector; however, to run a density test **does** require a LaDOTD certified inspector. To lay hot mix **does** require a LaDOTD certified inspector. **When in doubt**, as to whether a LaDOTD certified inspector is required, please consult with the District Construction Coordinator.

5. **When does my inspector need to be on the job site?**

Inspectors should be on-site during construction activities.

6. **Will LaDOTD employees oversee and inspect the work on my job?**

**NO!!!!** The Sponsor is responsible for providing the inspection personnel for the job; i.e., usually, it is the engineering firm who designed the project and produced the plans.

7. **What will the District Construction Coordinator do for me?**

**As a general rule, the District Construction Coordinator is there to provide technical assistance and answer any of your questions.** Also, and this is major, he will try to clear up confusing issues BEFORE something goes WRONG, NOT after something goes wrong. LaDOTD is NOT in the damage control business; we are there to assist you in solving problems, before they happen. If there is any confusion or doubt, ASK FIRST, BEFORE going ahead. The District Construction Coordinator is there to provide guidance and answer questions (for the Sponsor or the Sponsor's consultant/project engineer; i.e., they will not run the job for you.

8. **Who does the paperwork need to be sent to?**

All paperwork goes to the District Construction Coordinator first. Since all Enhancement projects are now being handled on the Estimates system (ESTI), a LaDOTD database program, the District Construction Coordinator will forward all paperwork to the appropriate HQ personnel. **Failure to supply the required documentation will result in either a delay in reimbursement or possible withdrawal of federal funding should the matter not be resolved in a timely manner.**

9. **Will the District Construction Coordinator write my plan changes for me?**

The LaDOTD Construction Coordinator can provide some guidance in how to do plan changes; however, he will NOT write plan changes for you.

10. **What do I need to get reimbursed by LaDOTD for the money I paid the contractor?**

You need several things that must be in the format stipulated in the LaDOTD Construction Contract Administration Manual (CCA Manual), latest edition:

a. All the items to be paid should be measured and documented in a field book (by the Sponsor's Project Engineer).
b. A detailed estimate should be prepared (by the Sponsor's Project Engineer) showing the different items to be paid and the quantity and dollar amount for each item. The Sponsor's Project Engineer should sign the estimate.
c. Either a "paid invoice" or a copy of the check to the contractor is required.
d. All of the above will need to be given to the LaDOTD Construction Coordinator.

**11. What will the District Construction Coordinator do to assist me in getting my money reimbursed?**

After he receives and verifies all the things listed in No. 10 above, he will key punch your items into the LaDOTD computer and send it to LaDOTD (HQ) for processing. He will then forward the "hard" copy to LaDOTD HQ, by mail.

**12. How long does it take me to get reimbursed after the District Construction Coordinator sends all of the above to LaDOTD (HQ)?**

If everything with your paperwork is in order and money is in the account, your check can be on its way in one to two weeks. If there are any problems or the required paperwork is not submitted, then it can take much longer.

**13. Does LaDOTD sampling and testing procedures really have to be followed?**

Yes, unless otherwise stated in the contract specifications, all sampling and testing must be done in accordance with the LaDOTD Materials Sampling Manual.

**14. Who takes samples and performs testing in the field?**

The Sponsor's Project Engineer is responsible for obtaining all the necessary samples and performing tests in the field; i.e., he may have a certified or qualified inspector to assist him, as required. If requested, the District Laboratory Engineer will advise on sampling/testing schedules.

**15. Do I really have to build my project to LaDOTD specifications?**

Yes, unless otherwise stated in the contract specifications, the project will have to be built in accordance with the latest version (2000) of the Louisiana Standard Specifications for Roads and Bridges.

**16. What records need to be kept and maintained?**

a. Daily diaries shall be made and kept by the Sponsor's Project Engineer or inspectors (should use LaDOTD diary, Form No. 03-40-3093) and can be obtained from the District Construction Coordinator. The diaries must be started on the day of the Work Order and be kept, every day, until the job is done.
b. Records of all samples taken, field tests performed, and results shall be properly documented.
c. All field measurements and records documenting pay quantities shall be kept in accordance with the CCA Manual.

**17. What happens if I don't have the required records?**

You as the Sponsor are responsible to see that these records are supplied. It is **strongly suggested** that the contract between the Sponsor and Consulting Engineer cover this issue (LaDOTD is not a party to this contract) perhaps with penalty language in the contract. This is for the Sponsor's benefit. Should the required records not be supplied, LaDOTD will be required to withdraw funding for the project and request the reimbursement of Federal Funds expended on the project. ***THIS DOCUMENTATION IS A REQUIREMENT NOT AN OPTION.***

**18. When does a plan change have to be initiated?**

Any time it is necessary to deviate from the contract, specifications or plans. Any time there is an overrun or underrun, for an item, that is 5% or greater.

**19. What is the procedure for submitting and getting a plan change approved?**

The procedure is documented in the CCA Manual. Basically, the procedure is as follows:

a. NO extra work should be started until a plan change has been approved (with all applicable signatures). In some cases, the District Construction Coordinator is able to discuss the proposed changes with LaDOTD (HQ) and can obtain a "verbal" approval for the extra work. (If a verbal approval has been received, the paperwork for the plan change should be expedited.)
b. The "paperwork" part of the plan change will be completed on LaDOTD Form No. 03-40-0655. The Sponsor's Project Engineer will prepare it. The plan change will address the overall scope of the project, the nature of the changes, and how they affect the items in the project and the quantities of the items. Also, you will need to provide a justification for any extra cost, extra work and any changes in contract time.
c. The Sponsor and the Sponsor's Project Engineer will sign the plan change document; then it will be forwarded to the District Construction Coordinator for further processing.

**20. What information do I need to submit to LaDOTD, at the end of the job?**

The required information is documented in the CCA Manual. Basically, the procedure is as follows:

a. A Final Estimate form (Form No. 651). The Sponsor's Engineer is responsible for providing the District Construction Coordinator with the information required to fill out the Final Estimate form. The information should be submitted in the same format as a partial estimate is submitted in.
b. A "recap" of the Weather and Working Days charged on the project.
c. All documentation of field measurements of pay quantities and all records as to what the contractor was paid.
d. All "Certificates of Release" from private property owners, etc. (if applicable).
e. A set of "As-built" plans (ozalids).
f. A list of benchmarks used on this job.

**21. What happens if the information required at the end of the job is not supplied?**

Again, you as the Sponsor are responsible to see that these records are supplied. It is **strongly suggested** that the contract between the Sponsor and Consulting Engineer cover this issue (LaDOTD

is not a party to this contract) perhaps with penalty language in the contract. This is for the Sponsor's benefit. Should the required records not be supplied, LaDOTD will be required to withdraw funding for the project and request the reimbursement of Federal Funds expended on the project. ***THIS DOCUMENTATION IS A REQUIREMENT NOT AN OPTION.***

**22. Does LaDOTD have to be present for the final inspection?**

The District Construction Coordinator must attend the final inspection for it to be official. The Sponsor's Engineer, the contractor and the District Construction Coordinator should all be present at the final inspection to ensure that all work has been performed in a satisfactory manner.

# "WHERE'S THE MONEY, HONEY?"

The question asked more times than any other is, "How do I get reimbursed?" The answer is to provide your LaDOTD Construction Coordinator with all the paperwork that is requested in the manner in which it is requested. They are your link to getting your reimbursement.

Estimates are paid monthly and back up documents are transmitted by the LaDOTD Construction Coordinator to the LaDOTD Estimates Section in Baton Rouge. These usually consist of:

1. A copy of the estimate verified by the LaDOTD Construction Coordinator.
2. A copy of the weather and work days signed by the LaDOTD Construction Coordinator and the contractor.
3. Material memoranda for certain products hauled to the job.
4. Invoices for advanced stockpile - if any.
5. Paid invoices of same stockpile in 30 days.
6. A copy of the check to the contractor showing he was paid and how much.
7. The Sponsor still must bring in the Final Estimate. Please contact Ms. Tanna Doucet at (225) 379-1537 to set up an appointment.

What happens if I don't have all the documentation? Again, you as the Sponsor are responsible to see that these records are supplied. It is strongly suggested that the contract between the Sponsor and Consulting Engineer cover this issue (LaDOTD is not a party to this contract) perhaps with penalty language in the contract. This is for the Sponsor's benefit. Should the required records not be supplied, LaDOTD will be required to withdraw funding for the project and request the reimbursement of Federal Funds expended on the project. ***THIS DOCUMENTATION IS A REQUIREMENT NOT AN OPTION.***

# APPENDIX

**Acknowledgements**

**Website links to Manuals**

**List of Terms**

**Sponsor Checklist**

**Consultant Checklist Overview**

**Sample Environmental Clearance Packet**

**Sample Agreement**

**Schedule of Pay Items**

**Guidelines For Sponsor's Engineers Acting As "Project Engineer" To Administer Construction Contracts**

**Project Engineer Checklist**

**Sample Plan Change**

**Sample Preliminary Estimate Worksheet**

**Sample Material Memo**

**Example of Sampling Plan**

**Metropolitan Planning Organization (MPO) Map**

**MPO Directors**

**Contacts**

**LaDOTD Districts Map**

# ACKNOWLEDGEMENTS

Sincere thanks are given to those that contributed to the information in the manual, supplied comments and made recommendations to improve the manual. They are:

| | |
|---|---|
| Ms. Noel Ardoin | LaDOTD Environmental Section |
| Mr. Sidney Babin | LaDOTD Maintenance Division |
| Ms. Peggy Bueche | LaDOTD Agreements Section |
| Ms. Katherine Davis | LaDOTD Estimates Section |
| Mr. David Dupre | Meyer Engineers, Ltd. |
| Ms. Debra Eldridge | LaDOTD Legal Section |
| Mr. Larry Faulk | LaDOTD Estimates Section |
| Mr. John P. Gagnard | District 08 Construction Engineer |
| Mr. Gary Icenogle | District 05 Construction Engineer |
| Mr. Kent Israel | LaDOTD Road Design |
| Mr. Whitney Ledet | LaDOTD Division of Public Works and And Intermodal Transportation |
| Mr. Steve Meek | Enhancement Coordinator |
| Mr. Mike Ricca | Structural Construction Engineer |
| Mr. Jason Soileau | LSU Office of Facility Services, Asst. Director |
| Ms. Ann Wills | Trans. Enhancement Program Manager |

# WEBSITE LINKS TO MANUALS

Transportation Enhancement Program "I've Got A Project" Manual

http://www.dotd.louisiana.gov/planning/tep/200311_GotAProject_Manual.pdf

DOTD Architectural Procedures Manual

http://webmail.dotd.louisiana.gov/ContWeb.nsf/Manual?OpenPage

DOTD Real Estate Manual

http://www.dotd.louisiana.gov/highways/project_devel/realestate/documents/LPA_Manual.pdf

DOTD Hydraulics Manual

http://www.dotd.louisiana.gov/highways/project_devel/design/road_design/hydraulics_manual/hydraulics_manual_disc.asp

DOTD Construction Contract Administration Manual

http://www.dotd.louisiana.gov/construction/DOTD_Construction_Contract_Administration_Manual.pdf

LaDOTD Materials Sampling Manual

http://www.dotd.louisiana.gov/highways/construction/lab/msm/2000_Specs/tableofcontents.shtml

FHWA Federal Aid Policy Guide

http://www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm

MANUALS NOT AVAILABLE ON WEB

Environmental Impact Procedures Handbook—call Mike Lafleur 225-242-4512

Location & Survey Manual—call your HQ Enhancement Coordinator

DOTD Road Plan Preparation Manual—call General Files 225-379-1107

LIST OF TERMS

**AASHTO:** American Association of State Highway and Transportation Officials

**ADA:** Americans with Disabilities Act

**Addendum:** A revision to the plans or specifications after the signature of the LaDOTD Chief Engineer has been obtained

**Applicant:** The individual or government entity submitting the application

**Authorization:** The point in time in which the FHWA has approved the project and actual funding is put into an escrow account

**CCA Manual**: LaDOTD Construction Contract Administration Manual, latest edition.

**Change Order:** The LaDOTD term for a plan change.

**District Construction Coordinator:** The LaDOTD District Project Engineer who will assist the Sponsor's Project Engineer during the construction period. Their duties are for coordination only, not to provide daily inspection

**Environmental Clearance:** The point at which the project has been checked for all applicable criteria required by NEPA and approved by FHWA for environmental issues

**Estimates System (ESTI):** A LaDOTD mainframe computer database program used for payment invoicing

**FHWA:** Federal Highway Administration

**HQ Enhancement Coordinator:** The LaDOTD Headquarter Design Project Engineer who will assist the Sponsor and/or the Sponsor's Design Consultant from project initialization to the final letting date

**LaDOTD:** Louisiana Department of Transportation and Development

**Letting Date:** Date bids received by LaDOTD are opened in accordance with Standard Specifications guidelines

**LPDES:** Louisiana Pollutant Discharge Elimination System which is administered by the Louisiana Department of Environmental Quality.

**MPO:** Metropolitan Planning Organization

**NEPA:** National Environmental Policy Act

**NRHP:** National Register of Historic Places

**Obligation:** The point at which the project is accepted into the program and LaDOTD and FHWA agrees to eventually authorize the project once all processes for final contract document (plans, specifications and cost estimate) have been completed

**Ozalids:** The "As-Built" plans prepared by the Sponsor's Project Engineer

**PE**: Project Engineer. Qualified person provided by the Sponsor to oversee construction inspection

**PS&E:** Final signed plans, technical specifications and final cost estimate

**ROW:** Right-of-way, property encompassed by the project

**SHPO:** State Historic Preservation Office, Louisiana Department of Culture, Recreation and Tourism

**"S" item:** Those items not covered in the *Louisiana Standard Specifications for Roads and Bridges,* latest edition, (Standard Specs) for which technical specifications are to be provided by the Sponsor

**SOV:** Solicitation of Views. Sending letters to public and local agencies to solicit their view (opinion) of the project

**Sponsor:** The government entity that agrees to provide local oversight of the project, the required local match, manages and maintains the project, and legal liability for the project

**Standard Specifications:** *Louisiana Standard Specifications for Roads and Bridges,* latest edition

**State/Sponsor Agreement:** Legal document between LaDOTD and the local Sponsor that documents both parties duties and responsibilities

**TE:** Transportation Enhancement

**USDOT:** United States Department of Transportation

## LaDOTD Enhancement Project
## Sponsor Checklist

- ❑ Received Acceptance Letter from LaDOTD
- ❑ Sent resolution to LaDOTD
- ❑ All press releases should be cleared with your LaDOTD Coordinator
- ❑ Sponsor's Engineer (Engineer) may be selected at any time
- ❑ Called for Environmental Packet from Mike LaFleur (225) 242-4512
- ❑ Attended Kick off Meeting with HQ Enhancement Coordinator, brought engineer, if new Sponsor.
- ❑ Distribute SOV's
- ❑ Send SOV responses to Mike LaFleur for Environmental Clearance
- ❑ Provide HQ Enhancement Coordinator with maps, scope of work, and other required information for LaDOTD to formulate and send the Sponsor/State Agreement
- ❑ Engineer to send 2 copies of preliminary plans to HQ Enhancement Coordinator for scope approval.
- ❑ Hold plan-in-hand with HQ Enhancement Coordinator, LaDOTD District personnel, and other interested parties
- ❑ Obtain all necessary permits and rights-of-way required for project (Send copy of documents to HQ Enhancement Coordinator and LaDOTD District Real Estate)
- ❑ If your project is to be on State ROW, then you must coordinate with the District Permit Office for any LaDOTD permits required.
- ❑ Have Engineer address comments from plan-in-hand
- ❑ Send Advance Check Prints
- ❑ Address comments by LaDOTD
- ❑ Send signed final plans, construction estimate, technical specifications (with diskette) and plan-in-hand plans
- ❑ Project let by LaDOTD within approximately 4 months if funding is available and there are no problems
- ❑ Sponsor concurs with LaDOTD Project Control on Award of Bid
- ❑ Meeting with District Construction Coordinator for what LaDOTD certified inspectors are needed, sampling plan & testing requirements and documentation format.
- ❑ Preconstruction Conference (set up by Engineer/Sponsor, District Construction Coordinator attends)
- ❑ Project Starts
- ❑ Monthly invoice signed by Sponsor's Project Engineer, submitted to District Construction Coordinator for inputting into ESTIMATES system and forwarding.
- ❑ Final Inspection (set up by Engineer/Sponsor, District Construction Coordinator attends)
- ❑ Submit final estimate, material sampling documentation and ozalids to District Construction Coordinator to close out project

**LaDOTD Enhancement Project**

## Consultant Checklist Overview

- ❑ Received copy of application and Acceptance Letter from Sponsor
- ❑ You may enter into contract for engineering services at any time (Services include design, surveying, construction services (testing, inspection, layout, etc). Note that layout may be included as a pay item on the project. Also note that if construction services are provided, you will be required to keep field books, daily diaries, etc. as per the Construction Contract Administration Manual.
- ❑ If required by Sponsor, called for Environmental Packet from Mike LaFleur (225) 242-4512.
- ❑ Attended Kick off Meeting with HQ Enhancement Coordinator with Sponsor, if new Sponsor or consultant new to program.
- ❑ If required by Sponsor, distribute SOV's
- ❑ Send SOV responses to Mike LaFleur for Environmental Clearance
- ❑ Provide HQ Enhancement Coordinator with maps, scope of work, and other required information for LaDOTD to formulate and send the Sponsor/State Agreement
- ❑ Obtain all necessary permits and right-of-way required for project (Send a copy of documents to HQ Enhancement Coordinator and to the LaDOTD District Real Estate Officer)(If required by Sponsor)
- ❑ Develop preliminary plans for project in accordance with scope agreed to in Sponsor/State Agreement
- ❑ Hold plan-in-hand with HQ Enhancement Coordinator, LaDOTD District personnel and other interested parties
- ❑ Received copy of LaDOTD's plan-in-hand notes
- ❑ Address comments by LaDOTD
- ❑ Send Advance Check Prints to LaDOTD, if number of comments warrant
- ❑ Send signed final plans with diskette, construction estimate, technical specifications (with diskette) and plan-in-hand plans
- ❑ Project let by LaDOTD within approximately 4 months if funding available and there are no problems
- ❑ Sponsor concurs with LaDOTD Project Control on Award of Bid
- ❑ AT THIS POINT, YOUR PROJECT IS TURNED OVER TO DOTD CONSTRUCTION UNIT.
- ❑ Meeting with District Construction Coordinator for what LaDOTD certified inspectors are needed, sampling plan & testing requirements and documentation format.
- ❑ Preconstruction Conference (set up by Engineer/Sponsor, District Construction Coordinator attends)
- ❑ Project Starts
- ❑ Review plan changes, testing results, etc. for project. (Plan changes involving money should be brought to LaDOTD's attention should possible reimbursement be a factor)
- ❑ Monthly invoice signed by Sponsor's Project Engineer, submitted to District Construction Coordinator for inputting into Estimates System (ESTI) and forwarding.
- ❑ Final Inspection (set up by Engineer/Sponsor, District Construction Coordinator attends)
- ❑ Submit final estimate, material sampling documentation and ozalids to District Construction Coordinator to close out project

**SAMPLE ENVIRONMENTAL CLEARANCE PACKET**

February 27, 2006

SUBJECT: ENVIRONMENTAL PROCEDURES
FOR ENHANCEMENT PROJECTS

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TO EACH SPONSOR:

Each enhancement project must be processed environmentally prior to being authorized for final plan development. In most cases enhancement projects can be processed with a "Categorical Exclusion." This class of action is the simplest type to obtain and can often be done without outside assistance. This is not true for all projects. Some projects may require a more involved process.

To assist you in your efforts to complete the environmental process, we have put together the attached instructional packet. You are responsible for preparing the environmental documentation necessary to process your project for approval. This process usually takes from two to six months to complete, so an early start is best.

We hope that this information will be helpful. If you have any questions or need assistance, please contact me at (225) 248-4176.

Sincerely,

Mike LaFleur
DOTD Environmental Section

Attachment

ENVIRONMENTAL PROCEDURES
FOR ENHANCEMENT PROJECTS

TABLE OF CONTENTS

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## I. SOLICITATION OF VIEWS (SOV) PROCEDURES

### Description and Purpose for Soliciting Views

The purpose of the SOV is to inform interested persons and agencies of the proposed project and to allow them an opportunity to comment. The SOV is made up of three parts: 1) the SOV letter, 2) the preliminary project description, and 3) the vicinity map. Examples of each have been provided for your information.

The first part of the SOV is the SOV letter, an example of which is attached. The blanks in the last paragraph of the example should be filled in with the date that the responses to the SOV are due back to your office and with the name and address of the person to whom the responses should be sent. The date the responses are due back should be approximately 30 days from the day the SOV is mailed.

The second and third parts of the SOV are the project description and vicinity map. The project description and vicinity map should be sent with the SOV letter. **The Sponsor must forward the preliminary project description and vicinity map to LaDOTD's Environmental Section for review, prior to soliciting views.** You may mail it or send it via facsimile to the Environmental Section.

The mailing list for the SOV is composed of two lists, the State list and Parish list. The SOV must be sent to every address on these lists. Do not exclude any person or agency. LaDOTD's Environmental Section will send these lists to the Sponsor, after the preliminary project description and vicinity map are reviewed. For certain projects it may be appropriate to add local groups such as civic associations and service organizations to the mailing list. You may consult with the LaDOTD Environmental Section as to the appropriateness of expanding the mailing list. A photocopy of the mailing list must be kept and submitted with the final environmental document.

Interested parties wishing to comment should do so by the deadline. Not everyone on the mailing list will reply. Do not worry about this. You must, however, have a response from the State Historic Preservation Officer, U.S. Fish and Wildlife Service, and the U.S. Army Corps of Engineers. Depending on the type of project, it may be determined that additional responses are necessary to obtain clearance.

### Site Survey and Additional Work

For some projects, a wetlands finding/delineation may be needed. If in reply to the SOV, the State Historic Preservation Officer requests a cultural resources survey, this must be done. Similar documentation may be required by various other resource agencies. This Section will not perform these surveys or prepare these documents. The Sponsor is responsible for the preparation of all environmental and related documents, such as Wetland Delineations, Cultural Resource Surveys, Biological Assessments, etc. The Sponsor may wish to hire consultants or other professionals to assist in the preparation of these documents. (Note that consultants or professionals may be required to meet certain criteria in order to perform this work.)

Most enhancement projects do not require additional work to obtain a Categorical Exclusion. When additional work is required, it is usually related to wetlands or historic properties. If additional work is necessary to process your project, the Environmental Section will contact you.

Often permits are needed to construct the project. Permits may include, but may not be limited to the following:

U.S. Army Corps of Engineers (Wetland Permit)
Louisiana Coastal Use Permit
Louisiana Natural and Scenic Streams Class B Permit

Some sponsors will apply for or obtain permits while preparing the environmental documentation. Often permit applications require detail design information, which you may not have at this stage of your project. Although you do not have to acquire the permits before we process your project, we do require that you identify which permits are required and that you commit to obtaining them at the appropriate time.

**Review by LaDOTD**

After the time has expired for responding to the solicitation of views, the next step is to send this Section the following material for review:

I. Copy of the SOV and mailing list used;
ii. Copies of all responses to SOV;
iii. Copy of the completed Environmental Checklist;
iv. Copies of other permit applications relative to the proposed project, if applicable;
v. The Sponsor's request for our review; and
vi. Copies of any biological, cultural resource, or other specialty environmental reports prepared, if applicable.

The Environmental Section will review this material and determine the type of documentation necessary to complete the process. The required environmental documentation may fall into one of three categories: 1) Categorical Exclusion, 2) Environmental Assessment, or 3) Environmental Impact Statement. A Categorical Exclusion is the simplest, and the Environmental Impact Statement is the most difficult to prepare. Most enhancement projects are Categorical Exclusions and can be processed in accordance with an agreement with the Federal Highway Administration as a Programmatic Categorical Exclusion. However, not all enhancement projects can be processed as a Categorical Exclusion.

## II FLOWCHART

1. Prepare Project Description and Vicinity Map.
2. Mail or Fax the description and map to the Environmental Section for review.

Mail: LaDOTD Environmental Section
Attn: Noel Ardoin
P.O. Box 94245
Baton Rouge, LA 70804-9245

FAX: (225) 248-4188
Attn: Noel Ardoin

3. Revise description and map, if necessary.
4. Send revision to the Environmental Section (See item 2 above.) to obtain the mailing list.
5. Mail SOV Letter with description and map attached to everyone on the mailing list.
6. After 30 days, review responses to complete the Environmental Checklist. (Feel free to call if you have questions about checklist.)
7. Mail environmental documentation to the Environmental Section. Documentation includes a completed checklist, copy of SOV letter with attachments, copy of mailing list, copies of all responses to the solicitation, and copies of any follow-up correspondences.
8. If everything is in order, the Environmental Section will process the project and send a memo to Ms. Valerie Horton or Mr. Steve Meek. If additional information is needed to process the project, you will be contacted.

## A. EXAMPLE OF SOV LETTER

PHONE NUMBER (YOURS)
DATE (OF LETTER)

STATE PROJECT NO. (IF AVAILABLE) _____
F.A.P. NO. (IF AVAILABLE)_____
(NAME OF PROJECT)_____
(LOCATION)_____
_____PARISH

RE: SOLICITATION OF VIEWS

Early in the planning stages of an enhancement project, views from federal, state, and local agencies, organizations, and individuals are solicited. The special expertise of these groups can assist us with the early identification of possible adverse economic, social, or environmental effects or concerns. Your assistance in this regard will be appreciated.

Due to the earliness of this request for your views, very limited data concerning the proposed project exists. We have, however, attached a sketch map showing the general location of the project, along with a preliminary project description.

It is requested that you review the attached information and furnish us with your views and comments by _____. Replies should be addressed to _____(Name)_____
_____(Address)_____
Please reference the project name in your reply. If you have any questions or need additional information, please call _____(Name)_____ at __(Phone No.)_____.

Sincerely,

(NAME)

Attachments

# EXAMPLE OF PRELIMINARY PROJECT DESCRIPTION

# EXAMPLE OF VICINITY/LOCATION MAP

## ENVIRONMENTAL DETERMINATION CHECKLIST

**Project No.**
**Name:**
**Route:**
**Parish:**

### 1. General Information

Status: ( ) Survey ( ) Preliminary Plans
( ) Plan-in-Hand ( ) Final Design

### 2. Class of Action

( ) Environmental Impact Statement (E.I.S.)
( ) Environmental Assessment (E.A.)
( ) Categorical Exclusion (C.E.)
( ) Programmatic Categorical Exclusion (P.C.E.)

### 3. Project Description (use attachment if necessary)

### 4. Public Involvement

( ) Views were solicited on _____.
Responses are attached.
( ) No adverse comments were received.
( ) Adverse comments are addressed in attachment.
( ) A public hearing (P/H)/Opportunity is not required.
( ) An opportunity for requesting a P/H will be afforded upon your concurrence.
( ) Opportunity was afforded, with no requests for P/H.
( ) A Public Hearing was held on _____.
( ) A Public Meeting was held on _____.

### 5. Real Estate (If yes, use attachment)

| | NO | YES |
|---|---|---|
| a. Will additional right-of-way be required? | ( ) | ( ) |
| b. Will any relocations be required? (Attach conceptual stage relocation plan if yes) | ( ) | ( ) |
| c. Are construction or drainage servitudes required? | ( ) | ( ) |

**6. Cultural and 106 Impacts (If yes, use attachment)**

| | | | NO | YES |
|---|---|---|---|---|
| a. | Section 4(f) or 6(f) lands | | ( ) | ( ) |
| b. | Historic sites/structures (106) (existing or pre-existing) | ( ) | ( ) | |
| c. | Archaeological sites | | ( ) | ( ) |
| d. | Cemeteries | | ( ) | ( ) |
| e. | Historic Bridges | | ( ) | ( ) |

**7. Wetlands (Attach wetlands finding, if applicable)**

| | | | NO | YES |
|---|---|---|---|---|
| a. | Are wetlands being affected? | | ( ) | ( ) |
| b. | Can C.O.E. Nationwide Permit be used? | ( ) | ( ) | |

**8. Natural Environment (use attachment if necessary)**

| | | | NO | YES |
|---|---|---|---|---|
| a. | Endangered/Threatened Species/Habitat | ( ) | ( ) | |
| b. | Within 100 Year Floodplain? | | ( ) | ( ) |
| | Is project an encroachment in Floodplain? | | ( ) | ( ) |
| | Is encroachment "significant" as defined by 23 CFR 650? | ( ) | ( ) | |
| c. | In Coastal Zone Management Area? | | ( ) | ( ) |
| | Is project in compliance? | | ( ) | ( ) |
| d. | Coastal Barrier Island (Grand Isle only) | | ( ) | ( ) |
| e. | Farmlands (use form AD 1006 if necessary) | | ( ) | ( ) |
| f. | Is project on Sole Source Aquifer? | | ( ) | ( ) |
| | Is there any impact on aquifer? | ( ) | ( ) | |
| | Is coordination with EPA necessary? | ( ) | ( ) | |
| g. | Natural & Scenic Stream (_____) | | | ( ) |
| | ( ) | | | |
| | Applied for a Class B Permit? | ( ) | ( ) | |

**9. Physical Impacts (use attachment if necessary)**

| | | | NO | YES |
|---|---|---|---|---|
| a. | Is a noise analysis warranted (Type I project) | | ( ) | ( ) |
| | Are there noise impacts based on violation of the (NAC)? | | ( ) | ( ) |
| | Are there noise impacts based on the 10 dBA increase? | | ( ) | ( ) |
| | Are noise abatement measures reasonable and feasible? | | ( ) | ( ) |
| b. | Is an air quality study warranted? | ( ) | ( ) | |
| | Do project level air quality levels exceed the NAAQS for CO? | | ( ) | ( ) |
| c. | Is project in a non-attainment area for Carbon monoxide (CO), Ozone ($O_3$), Nitrogen dioxide ($NO_2$), or Particulates (PM-10)? | | ( ) | ( ) |
| d. | Is project in an approved Transportation Plan,Transportation Improvement Program (TIP) and State Transportation Improvement Program (STIP)? | | ( ) | ( ) |
| e. | Are construction air, noise, & water impacts major? | | ( ) | ( ) |
| f. | Are there any known waste sites or U.S.T.s? | | ( ) | ( ) |
| | Will these sites be tested prior to purchase of right-of-way? | ( ) | ( ) | |

**10. Social Impacts (use attachment if necessary)**

| | | | NO | YES |
|---|---|---|---|---|
| a. | Land use changes | | ( ) | ( ) |
| b. | Churches and Schools | | ( ) | ( ) |
| c. | Title VI Considerations | | ( ) | ( ) |
| d. | Will any specific groups be adversely affected (i.e., minorities, low-income, elderly, disabled, etc.)? | ( ) | ( ) | |
| e. | Hospitals, medical facilities, fire police | | ( ) | ( ) |
| f. | Transportation pattern changes | | ( ) | ( ) |
| g. | Community cohesion | | ( ) | ( ) |
| h. | Are short-term social/economic impacts due to construction considered major? | | ( ) | ( ) |
| I. | Do conditions warrant special construction times (i.e., school in session, congestion)? | ( ) | ( ) | |
| j. | Will the roadway be closed? | | ( ) | ( ) |
| k. | Will a detour bridge be provided? | ( ) | ( ) | |
| l. | Will a detour route be signed? | | ( ) | ( ) |

**11. Other**

Preparer:
Date:

**Attachments**

( ) S.O.V. and Responses
( ) Wetlands Finding
( ) Project Description Sheet
( ) Conceptual Stage Relocation Plan
( ) Noise Analysis
( ) Air Analysis
( ) Exhibits and/or Maps
( ) 4(f) Evaluation
( ) Form AD 1006 (Farmlands)
( ) 106 Documentation
( ) Other_____

**STATE OF LOUISIANA**
**DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT**

**AGREEMENT**
**STATE PROJECT NO. 744-99-xxxx**
**FEDERAL AID PROJECT NO. 9906(xxx)**
**MY ENHANCEMENT PROJECT**
**POGO PARISH**

THIS AGREEMENT, made and executed in three (3) original copies on this _____ day of _____, 2006, by and between the **Department of Transportation** and Development, hereinafter referred to as "DOTD", and the **City of Anytown**, a political subdivision of the State of Louisiana, hereinafter referred to as "Sponsor";

WITNESSETH: That;

WHEREAS, under the provisions of Title 23, United States Code, "Highways", as amended, funds have been appropriated out of the Highway Trust Fund to finance enhancement projects under the direct administration of the DOTD; and

WHEREAS, the Sponsor has requested an appropriation of funds to finance a portion of the project as described herein; and

WHEREAS, the Sponsor insures the project is part of the Transportation Improvement Program (TIP), if applicable, which serves to implement the areawide plan held currently valid by the appropriate local officials; and

WHEREAS, the Sponsor agrees to abide by the policies and procedures set forth in the current edition of both the “Transportation Enhancement Information Guide”, latest edition and the “I’ve Got a Project, Now What Do I Do?” manual, latest edition; and

WHEREAS, the DOTD is agreeable to the implementation of this Project and desires to cooperate with the Sponsor as hereinafter provided:

NOW, THEREFORE, in consideration of the premises and mutual dependent covenants herein contained, the parties hereto agree as follows:

ARTICLE I - PROJECT DESCRIPTION

The improvement that is to be undertaken under this project will consist generally ***of construction of my enhancement project.***

For construction costs, State Project No. ***744-99-xxxx*** and Federal Project No. ***9906(xxx)*** have been assigned.

All progress reports, invoices, etc. incurred in the performance of these services shall be identified with these project numbers.

## ARTICLE II - FUNDING

Except for services hereinafter specifically listed to be furnished at the DOTD's expense or at the Sponsor's expense, as the case may be, the cost of this project will be a joint participation between the Sponsor and the Federal Highway Administration, hereinafter "FHWA", with the Sponsor contributing the 5% match of the participating construction cost and the FHWA contributing, through the DOTD, the remaining 95%. The maximum federal funds available for this project are ***$xxx,xxx***. With this funding option, the Sponsor agrees to provide all design and construction inspection. The Sponsor may incorporate items of work into the construction contract not eligible for Federal-Aid participation at its own costs. Funds will be disbursed as provided in Article XI {Cost Reimbursements}.

No Notice to Proceed shall be issued and no compensable costs for construction may be incurred prior to a formal notification from DOTD that FHWA authorization has been received. Any costs for which the Sponsor expects to be reimbursed for incurred prior to such authorization will not be compensable.

## ARTICLE III - CONCEPTUAL PLANS AND ENVIRONMENTAL DECISION

This project has been reviewed and the finding is that this project meets the requirements for actions classified as “Categorical Exclusions.”

## ARTICLE IV - PRE-CONSTRUCTION SERVICES

The Sponsor shall select and enter into a contract with a consulting engineering firm for all engineering services necessary for the preparation of complete plans, specifications and estimates for the proposed improvements as covered herein. The Sponsor shall be responsible for the costs of these services. The Sponsor is prohibited from selecting or approving any consultant or subconsultant who is on DOTD’s disqualification list or who has been debarred pursuant to LSA-R.S. 48:295.1, *et seq*. The Sponsor shall be responsible for any contract costs attributable to the errors or omissions of its consultants or subconsultants.

The Sponsor or consulting engineers employed by it shall make all necessary surveys, prepare plans and special specifications for the project in accordance with the applicable requirements of the latest edition of the Louisiana Standard Specifications for Roads and Bridges, 23 CFR Part 630 (“Preconstruction Procedures”), Federal Aid Policy Guide Part 630, and the following specific requirements.

1. The design standards shall comply with the criteria prescribed in 23 CFR Part 625 (“Design Standards for Highways”) and Federal Aid Policy Guide Part 625. The format of the plans shall conform to the standards used by the DOTD in the preparation of its

contract plans for items of work of similar character, including plans for all drainage and utilities affected, as contained in the current edition of its "Roadway Plan Preparation Manual", and the "Hydraulics Manual" which is made a part hereof by reference.

2. Design surveys, right-of-way surveys and the preparation of right-of-way maps shall be performed in accordance with the requirements specified in the current edition of the DOTD's "Location & Survey Manual."

3. The Sponsor will be required to develop this project in accordance with DOTD's "Environmental Impact Procedures Manual," latest edition. Requirements for Environmental documents are prescribed in the FHWA's "Federal-Aid Policy Guide". All environmental documents and public involvement proposals are required to be developed under these requirements and shall be submitted to the DOTD for review and comments.

4. The Sponsor shall, at its expense, be responsible for relocation of any utilities which conflict with construction. These costs are not considered eligible for federal or state reimbursement. Adjustments to utilities, however, may be included in the plans. Adjustments are dealing with vertical positioning alone (up or down). Relocation is dealing with the horizontal positioning of a utility. Any questions concerning whether work is an adjustment and eligible to be included on the plans should be submitted in writing to the Enhancement Coordinator.

The Sponsor will submit copies of letters from each utility company stating that arrangements have been made for all required relocations and/or adjustments to the District Utilities Representative and the Enhancement Coordinator prior to federal authorization for construction letting. Federal authorization is requested 6 weeks prior to letting.

5. The Sponsor shall, at its expense, acquire all right-of-way and servitudes required for the project in accordance with Article IV.

6. After completion of preliminary plans, two (2) complete sets of prints of the basic plans, dated and stamped "Preliminary", shall be submitted to the DOTD for review and comment.

7. Upon completion of its review of the preliminary plans, the DOTD will return one (1) set to the Sponsor with comments, if any, marked thereon and the plans shall be corrected accordingly.

8. After plans have been developed to show all information required for a plan-in-hand inspection, the Sponsor shall provide a minimum of eight (8) sets of plans for a complete plan-in-hand field inspection with members of the DOTD and the FHWA at a time and date mutually agreed to in advance by all parties. DOTD will make arrangements for the plan-in-hand inspection.

Subsequent to the plan-in-hand inspection, the Sponsor shall make such changes in the plans as necessary to reflect agreements reached at this stage and shall show existing or taking lines required for right-of-way, referenced to the centerline of the adjacent roadway, if applicable.

9. After plans have been developed to show all final design information and quantities, the Sponsor shall provide one (1) signed and stamped set of vellum reproducibles and/or prints of the final plans, with the Title Sheet matte filmed, and one (1) reproducible copy of the final technical specifications, special provisions and cost estimate along with one (1) electronic copy of the documents in Microsoft Office format. These documents shall be subject to a complete review by members of DOTD and FHWA.

Subsequent to final plan submission, Sponsor shall address all applicable comments.

10. Subsequent to approval of final plans, acquisition of all required right-of-way and the relocation and/or adjustment of all utility conflicts, the DOTD shall prepare the construction proposals and prepare a Plan, Specification and Estimate (P S & E) submittal to FHWA as specified in 23 CFR Part 630 Subpart B ("Plans, Specifications and Estimates") and Federal Volume 6, Chapter -Aid Policy Guide Part 630. This submission shall contain all certifications and data necessary to conform to the Federal-Aid Policy Guide. Upon receipt of formal approval of the P S & E submission from the FHWA, the DOTD will advise the Sponsor in writing of such approval and will advertise the project for the receipt of bids.

11. After the Project has been constructed and accepted by DOTD, the plans remain the property of and in the possession of DOTD.

## ARTICLE V - RIGHT-OF-WAY ACQUISITION AND RELOCATION

The Sponsor shall acquire real property for the project in accordance with State and Federal Laws, State's Real Estate Procedure Manual, Federal Regulations and particularly Title 23 Part 710 and 49 Part 24 of the Code of Federal Regulations (CFR), as amended and any additional written instructions given by the State. Acquisitions and relocations must be reviewed and certified by the DOTD District Real Estate Officer and must be completed prior to federal authorization for construction letting. Federal authorization is requested 6 weeks prior to letting. If the Sponsor requested use of the right-of-way expenditures as match in their Enhancement Application, then the value of the ROW acquisition must be provided to the DOTD District Real Estate Officer with a copy to the DOTD Enhancement Coordinator.

## ARTICLE VI - CONSTRUCTION PLANS

The Sponsor or Consulting Engineers employed by the Sponsor shall prepare the plans and any environmental documents for the improvement at no expense to the DOTD and FHWA and shall

conform to DOTD standards. The plans and any environmental documents shall be approved by the DOTD and FHWA.

## ARTICLE VII - RECEIPT OF BIDS

The DOTD will, at its expense and at the proper time, prepare construction proposals based on the latest edition of the "Louisiana Standard Specifications for Roads and Bridges", as amended to comply with the DOTD's current practices, advertise for and receive bids for the work in accordance with the DOTD's normal requirements. All such bids will be properly tabulated, extended and summarized to determine the official low bidder. The DOTD will then submit to the Sponsor copies of the official bid tabulations for their information and comments or approval while its Review Committee will concurrently analyze the bids for the DOTD. The award of contract, shall comply with LSA-R.S. 48:255, will be made by the DOTD on behalf of the Sponsor following the favorable recommendation of award by the Review Committee and concurrence by the Federal Highway Administration (FHWA) and the Sponsor.

Construction contracts will be prepared by the DOTD after the award of contract and will be transmitted to the Sponsor for its further handling toward execution. The Sponsor will be responsible for construction contract recordation. The DOTD will, at the proper time, inform the Sponsor in writing to issue to the Contractor an official "Notice to Proceed" with construction.

## ARTICLE VIII - CONSTRUCTION

The Sponsor or its consultant will provide technical administration and inspection during the project construction; however, in the event a consultant provides this service for the Sponsor it will be performed under the direct supervision of a full time employee of the Sponsor who will have charge and control of the project at all times. The Sponsor is responsible for the costs of these services.

The DOTD will assign a project engineer from its District Office at ***Baton Rouge (61)*** to serve as a construction coordinator for the DOTD during project construction. The construction coordinator will make intermittent trips to the construction site to insure that the construction contractor is following established construction procedures and that applicable Federal and State requirements are being enforced. The construction coordinator will advise the Sponsor of any discrepancies noted and, if necessary, will direct that appropriate remedial action be taken. Failure to comply with such directives will result in the withholding of funds by DOTD until the Sponsor takes corrective measures.

Except where a deviation has been mutually agreed to in writing by both the DOTD and the Sponsor, the following specific requirements shall apply.

1. When it is stipulated in Louisiana Standard Specifications for Roads and Bridges that approval by the engineer or the DOTD is required for equipment and/or construction

procedures, such approval must be obtained through the DOTD Construction Section. All DOTD policies and procedures for obtaining such approval shall be followed.

2. All construction inspections personnel utilized by the Sponsor and/or the Sponsor's consultant must meet the same qualifications required of DOTD construction personnel. When certification in a specific area is required, these personnel must meet the certification requirements of DOTD.

3. All construction procedures must be in accordance with DOTD guidelines and policies established by the Construction Contract Administration Manual, latest edition, the Engineering Directives and Standard Manual, and any applicable memoranda. These documents will be made available to the consultant through the Sponsor from DOTD.

4. All documentation of pay quantities must conform to the requirements of DOTD as outlined in the Construction Contract Administration Manual, latest edition. This manual will be made available to the consultant through the Sponsor from DOTD.

5. All materials to be tested shall be sampled in accordance with the DOTD's Sampling Manual. All material testing other than those tests normally run by project personnel on the job site shall be tested by the DOTD's District or Central Laboratory.

6. In the event that a private laboratory is used for material testing, the Sponsor will be responsible for all cost associated with the material testing. All private laboratory personnel utilized by the Sponsor and/or the Sponsor’s consultant must meet the same qualifications required of DOTD laboratory personnel. When certification in a specific area is required, these personnel must meet the certification requirements of DOTD.

The Consultant and/or the Sponsor shall be required to comply with all parts of this section while performing duties as project engineer.

## ARTICLE IX - SUBCONTRACTING

Any subcontracting performed under this project either by consulting engineers engaged by the Sponsor or the construction contractor must have the prior written consent of the Sponsor and the DOTD. In the event that the consultant or the contractor elects to sublet any of the services required under this contract, it must take affirmative steps to utilize Disadvantaged Business Enterprises (DBE) as sources of supplies, equipment, construction, and services. Affirmative steps shall include the following:

(a) Including qualified DBE on solicitation lists.

(b) Assuring that DBE are solicited whenever they are potential sources.

(c) When economically feasible, dividing total requirements into smaller tasks or quantities so as to permit maximum DBE participation.

(d) Where the requirement permits, establishing delivery schedules which will encourage participation by DBE.

(e) Using the services and assistance of the Small Business Administration, the Office of Disadvantaged Business Enterprise of the Department of Commerce and the Community Services Administration as required.

Also, the Contractor is encouraged to procure goods and services from labor surplus areas.

## ARTICLE X - DBE REQUIREMENTS

It is the policy of the Federal Highway Administration that small business firms owned and controlled by socially and economically disadvantaged persons and other persons defined as eligible in Title 49 Code of Federal Regulations, Part 26 (49 CFR 26) shall have reasonable opportunity to participate in the performance of contracts financed in whole or in part with Federal funds. Consequently, the requirements of 49 CFR 26 apply to this project.

The Sponsor or its contractor agrees to ensure that Disadvantaged Businesses (DBE) as defined in 49 CFR 26 have reasonable opportunity to participate in performance of contracts and subcontracts financed in whole or in part with Federal funds. The Sponsor or its contractor shall take all necessary and reasonable steps in accordance with 49 CFR 26 to ensure that such firms have reasonable opportunity to compete for and perform contracts. The Sponsor or its contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract.

The preceding Policy and DBE Obligation shall apply to this project and shall be included in the requirements on any contract or subcontract. Failure to carry out the requirements set forth therein shall constitute a breach of this agreement and, after notification by DOTD, may result in termination of this agreement by DOTD or other such remedy, as DOTD deems appropriate.

The Sponsor or its contractor shall utilize the services of banks in the community which are owned and controlled by minorities or women when feasible and beneficial.

The above requirements shall be physically included in all subcontracts entered into by the Sponsor or its Contractor.

## ARTICLE XI - INCIDENTAL COSTS

Incidental project costs incurred by the Sponsor in negotiating pre-construction engineering contracts, right-of-way appraisals and settlements, railroad and utility adjustments, contract

recordation, and such other costs not provided in Article XI {Cost Reimbursements} shall be the responsibility of the Sponsor.

Incidental project costs incurred by the DOTD for services relating to pre-construction engineering, right-of-way acquisitions, utility relocations, bid advertisements, construction and construction engineering will be absorbed by DOTD.

## ARTICLE XII - COST REIMBURSEMENTS

The DOTD will reimburse the Sponsor monthly the correct FHWA ratio of the costs of construction in effect at the time of authorization. The Sponsor shall render invoices monthly for reimbursement, which invoices shall be certified as correct by the proper designated official of the Sponsor. All invoices shall have the official name of project and project numbers affixed to each sheet. All such charges shall be subject to verification, adjustment and/or settlement by the DOTD's Audit Officer.

When the final costs of construction have been determined; adjustments will be made so that the amount of participation in these items will not exceed the percentages outlined in Article II. Before final payment is recommended by DOTD, all documentation of pay quantities shall conform to DOTD policies and procedures. The Sponsor acknowledges, however, that the FHWA will not participate in the cost of those items not constructed in accordance with the approved plans and specifications and in this event the Sponsor will be obligated to assume full financial responsibility. The Sponsor shall also submit all final billings for all phases of work within one year after the completion of final acceptance of the project. Failure to submit these billings within the specified one-year period shall result in the project being closed on previously billed amounts and any unbilled cost shall be the responsibility of the Sponsor.

The Sponsor shall reimburse the DOTD any and all amounts which may be cited by the FHWA or DOTD due to the Sponsor's noncompliance with Federal/State laws and/or regulations. The cited amounts reimbursed by the Sponsor will be returned to the Sponsor upon clearance of the citation(s).

Should the Sponsor fail to reimburse the DOTD any and all cited amounts within a thirty (30) day period after notification, all future payment request from the Sponsor will be held until the cited amount is exceeded at which time only the amount over and above the cited amount(s) will be released for payment. Additionally, no new Sponsor projects will be approved until such time as the cited amount is reimbursed to the DOTD.

The participation by the DOTD and the FHWA in the project shall in no way be construed to make the DOTD or the FHWA a party to the contract between the Sponsor and its contractor.

## ARTICLE XIII - COST RECORDS

The Sponsor and all others employed by it in connection with this project shall maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred relative to this project and shall keep such material available at their respective offices at all reasonable times during the contract period and for five years from the date of final payment under the project, for inspection by the DOTD and/or Legislative Auditor, the FHWA or any authorized representative of the Federal Government under State and Federal Regulations effective as of the date of this contract and copies thereof shall be furnished if requested.

## ARTICLE XIV - CANCELLATION

The terms of this agreement shall be binding upon the parties hereto until the work has been completed and accepted and all payments required to be made to the Sponsor have been made; but this agreement may be terminated under any or all of the following conditions:

1. By mutual agreement and consent of the parties hereto.

2. By the Sponsor should it desire to cancel the project prior the award of contract, provided any cost that has been incurred for the preparation of plans is not eligible for reimbursement by the DOTD or the FHWA.

3. By the DOTD due to the withdrawal of State or Federal funding for the project.

4. By the DOTD for just cause, including but not limited to, violation of any provision of this Agreement.

## ARTICLE XV - PROJECT RESPONSIBILITY

The DOTD, its officers, engineers and employees will not be required to supervise or perform such other services in connection with the development of this project as specifically set forth herein; however, the Sponsor will assume full responsibility for the project development and will save harmless the DOTD against any loss or damage of any kind, incident to or occasioned by deeds undertaken in pursuance of this agreement.

## ARTICLE XIV - CIVIL RIGHTS

The Sponsor agrees that the project will be developed in full, in accordance with the principles and intents contained in the DOTD's latest Title VI Plan (Phase I) and that the same or closely related procedures providing for involvement of the Sponsor designated civil rights specialist in

appropriate key stages of project development as identified in the aforementioned Title VI Plan, will be followed.

Further, the Sponsor agrees that its own employment policies and practices will afford fair and nondiscriminatory employment opportunities to all employees and applicants for employment and that a viable affirmative action program is maintained in the interest of increasing employment opportunities for minorities, women and other disadvantaged persons. It is understood that the Sponsor as a recipient of federal financial assistance under this agreement, is subject to monitoring and review of its civil rights activities by the DOTD and agrees to cooperate with DOTD officials in the achievement of civil rights objectives prescribed in the agreement and in any contracts resulting herefrom.

## ARTICLE XVII - PUBLIC LIABILITY

The Sponsor shall indemnify and save harmless the DOTD against any and all claims, demands, suits and judgments for sums of money allegedly due to any party for loss of life or injury or damage to persons or property growing out of, resulting from, or by reason of, any negligent act or omission, operation or work of the Sponsor, its agents, servants or employees while engaged upon or in connection with the services required or performed by the Sponsor or resulting from the ownership, possession or control of the improvement during its life.

## ARTICLE XVIII - FINAL INSPECTION AND MAINTENANCE

Upon completion and final acceptance of the project, copy of which acceptance shall be furnished to the DOTD by the Sponsor, the Sponsor shall assume the maintenance of the improvement at its expense and in a manner satisfactory to the DOTD and/or the FHWA. The final acceptance will be recorded by the Sponsor. Before making the final inspection, the DOTD's District Administrator shall be notified so that he may have a representative present for such inspection.

Title to the project right-of-way shall be vested in the Sponsor but shall be subject to DOTD and FHWA requirements and regulations concerning abandonment, disposal, encroachments and/or uses for non-highway purposes.

Upon completion and final acceptance of the project, the Sponsor shall assume the maintenance thereof.

## ARTICLE XIX - FEDERAL PROVISIONS

The Sponsor agrees that as a condition to payment of the Federal funds obligated, it accepts and will comply with the applicable provisions set forth in 23 CFR, Part 633, Subpart C and Appendix A, which is incorporated herein by reference.

ARTICLE XX - STATE HORTICULTURE PROVISIONS

The Sponsor agrees that as a condition to payment of the Federal funds obligated, it accepts and will comply with all LA Horticulture Laws, Rules, and Regulations which are incorporated herein by reference.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their respective officers thereunto duly authorized as of the day and year first above written.

WITNESSES:

STATE OF LOUISIANA
CITY OF ANYTOWN

_____
Witness for First Party

BY:_____

_____
Typed or Printed Name

_____
Witness for First Party

TITLE:_____

72xxxxxxxx
Federal Identification Number

STATE OF LOUISIANA
DEPARTMENT OF TRANSPORTATION
AND DEVELOPMENT

_____
Witness for Second Party

BY:_____
Johnny B. Bradberry

Secretary

RECOMMENDED FOR APPROVAL

_____
Witness for Second Party

BY:_____
William Temple, PE
DOTD, Chief Engineer

LOUISIANA
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

# SCHEDULE OF PAY ITEMS

## 2000 STANDARD SPECIFICATIONS

## January 20, 2006

## (Effective for the Feb. 22, 2006 letting)

*Note: A pay item number, as accepted by DOTD's BIDS program, shall contain a maximum of thirteen characters, including dashes.*

*Standard Pay Items Formats:*
*999-99*
*999-99-X*
*999-99-99*
*999-99-X/Y*
*999-99-X-Y*
*999-99-X-99*
*999-99-X-99-Y*
*999-99-X/Y-99*

*where 9 = any number, X or Y = any number or any letter, X/Y= X or Y, X-Y= X thru Y*

*Special Items Format:* *S – 999*

** Indicated items are "Base Items". A suffix should be added to the base item number when the base item description is required to include additional information such as size, type, thickness, etc.*

| ITEM NO. | PAY ITEM | PAY UNIT | DECIMALS |
|---|---|---|---|
| **SECTION 201 - CLEARING AND GRUBBING** | | | |
| 201-01 | Clearing and Grubbing | Lump Sum | 0 (0) |
| **SECTION 202 – REMOVAL OR RELOCATING STRUCTURES AND OBSTRUCTIONS** | | | |
| 202-01 | Removal of Structures and Obstructions | Lump Sum | 0 (0) |
| *202-02 | Removal of _____ | Each | 0 (0) |
| 202-02-A | Removal of Bridges | Each | 0 (0) |
| 202-02-B | Removal of Concrete Box Culverts | Each | 0 (0) |
| 202-02-C | Removal of Portland Cement Concrete Pavement | Square Yard (sq m) | 0 (0) |
| 202-02-D | Removal of Concrete Walks and Drives | Square Yard (sq m) | 0 (0) |
| 202-02-E | Removal of Concrete Curbs | Linear Foot (lin m) | 1 (1) |
| 202-02-F | Removal of Concrete Combination Curb & Gutter | Linear Foot (lin m) | 1 (1) |
| 202-02-G | Removal of Surfacing and Stabilized Base | Square Yard (sq m) | 1 (1) |
| 202-02-H | Removal of Guard Rail | Linear Foot (lin m) | 0 (0) |
| *202-03 | Relocation of _____ | Each | 0 (0) |
| 202-04 | Excavation, Disposal and Backfilling of Overburden | Cubic Yard (cu m) | 0 (0) |
| 202-05 | Excavation, Disposal and Backfilling of Contaminated Soil | Cubic Yard (cu m) | 0 (0) |
| 202-06 | Removal and Disposal of Contaminated Fluid | Gallon (L) | 0 (0) |

**Note**: Item 202-01 shall be used on projects requiring removal of structures & obstructions. Separate Pay Items should be included for the removal of each bridge or concrete box culvert by adding a suffix to the base Item No. and a description to the base Pay Item name. Separate Pay Items shall be used for removal or relocation of sizable quantities of pavement, curb, etc. by adding a suffix to the base Item No., along with a brief description to the base Pay Item name. Structures to be removed or relocated under Section 202 shall be so noted on the plans.

**Example:**

| | |
|---|---|
| 202-02-01 | Removal of Concrete Block Building [Lt. of Sta. 105+30; 40' x 40' (13.3m x 13.3m)] |
| 202-02-A-01 | Removal of Bridge [Sta. 100+00; 32.4' x 386' (10m x 128m) concrete slab span bridge] |
| 202-02-B-15 | Removal of Concrete Box Culvert [Sta. 20+22; 2-4' x 4' x 46' (2-1.3m x 1.3m x 15m)] |
| 202-03-01 | Relocation of Cattle Guard [Lt. of Sta. 129+50; 7'x 15' (2.3m x 5m)] |

## SECTION 203 – EXCAVATION AND EMBANKMENT

| | | | |
|---|---|---|---|
| 203-01 | General Excavation | Cubic Yard (cu m) | 0 (0) |
| 203-02 | Drainage Excavation | Cubic Yard (cu m) | 0 (0) |
| 203-03 | Muck Excavation | Cubic Yard (cu m) | 0 (0) |
| 203-04 | Embankment | Cubic Yard (cu m) | 0 (0) |
| 203-05 | Nonplastic Embankment | Cubic Yard (cu m) | 0 (0) |
| 203-06 | Excavation and Embankment | Lump Sum | 0 (0) |
| 203-07 | Excavation and Embankment | Linear Foot (lin m) | 0 (0) |
| *203-08 | Borrow (Vehicular Measurement) | Cubic Yard (cu m) | 0 (0) |
| 203-08-A | Borrow (Vehicular Measurement)(Selected Soils) | Cubic Yard (cu m) | 0 (0) |
| 203-08-B | Borrow (Vehicular Measurement)(Plastic Soils) | Cubic Yard (cu m) | 0 (0) |
| 203-09 | Geotextile Fabric | Square Yard (sq m) | 0 (0) |

## SECTION 204 – TEMPORARY EROSION CONTROL

| | | | |
|---|---|---|---|
| 204-01 | Temporary Sandbagging | Cubic Yard (cu m) | 1 (1) |
| 204-02 | Temporary Hay or Straw Bales | Each | 0 (0) |
| 204-03 | Temporary Slope Drains | Linear Foot (lin m) | 0 (0) |
| 204-04 | Temporary Sediment Basins | Each | 0 (0) |
| *204-05 | Temporary Sediment Check Dams (Type) | Each | 0 (0) |
| 204-05-A | Temporary Sediment Check Dams (Hay) | Each | 0 (0) |
| 204-05-B | Temporary Sediment Check Dams (Stone) | Each | 0 (0) |
| 204-06 | Temporary Silt Fencing | Linear Foot (lin m) | 0 (0) |
| 204-07 | Temporary Stone Construction Entrance | Each | 0 (0) |

## SECTION 301 – CLASS I BASE COURSE

| | | | |
|---|---|---|---|
| 301-01 | Class I Base Course | Cubic Yard (cu m) | 1 (1) |
| *301-02 | Class I Base Course [____"(mm) Thick] | Square Yard (sq m) | 1 (1) |
| 301-02-A | Class I Base Course [6" (150mm) Thick] | Square Yard (sq m) | 1 (1) |
| 301-02-B | Class I Base Course [8 1/2" (220mm) Thick] | Square Yard (sq m) | 1 (1) |
| 301-02-C | Class I Base Course [10" (250mm) Thick] | Square Yard (sq m) | 1 (1) |
| 301-02-D | Class I Base Course [12" (300mm) Thick] | Square Yard (sq m) | 1 (1) |
| 301-03 | Class I Base Course for Shoulders | Cubic Yard (cu m) | 1 (1) |
| *301-04 | Class I Base Course for Shoulders [____" (mm) Thick] | Square Yard (sq m) | 1 (1) |
| 301-04-A | Class I Base Course for Shoulders [6" (150mm) Thick] | Square Yard (sq m) | 1 (1) |
| 301-04-B | Class I Base Course for Shoulders [8 1/2" (220mm) Thick] | Square Yard (sq m) | 1 (1) |
| 301-04-C | Class I Base Course for Shoulders [10" (250mm) Thick)] | Square Yard (sq m) | 1 (1) |
| 301-04-D | Class I Base Course for Shoulders [12" (300mm) Thick] | Square Yard (sq m) | 1 (1) |

## SECTION 302 – CLASS II BASE COURSE

| | | | |
|---|---|---|---|
| 302-01 | Class II Base Course | Cubic Yard (cu m) | 1 (1) |
| *302-02 | Class II Base Course [____" (mm) Thick] | Square Yard (sq m) | 1 (1) |
| 302-02-A | Class II Base Course [6" (150mm) Thick] | Square Yard (sq m) | 1 (1) |
| 302-02-B | Class II Base Course [8 1/2" (220mm) Thick] | Square Yard (sq m) | 1 (1) |
| 302-02-C | Class II Base Course [10" (250mm) Thick] | Square Yard (sq m) | 1 (1) |
| 302-02-D | Class II Base Course [12" (300mm) Thick] | Square Yard (sq m) | 1 (1) |

## SECTION 303 – IN-PLACE CEMENT STABILIZED BASE COURSE

| | | | |
|---|---|---|---|
| *303-01 | In-Place Cement Stab. Base Course [____" (mm) Thick] | Square Yard (sq m) | 0 (0) |
| 303-01-A | In-Place Cement Stab. Base Course [6" (150mm) Thick] | Square Yard (sq m) | 0 (0) |
| 303-01-B | In-Place Cement Stab. Base Course [8 1/2" (220mm) Thick] | Square Yard (sq m) | 0 (0) |
| 303-01-C | In-Place Cement Stab. Base Course [10" (250mm) Thick] | Square Yard (sq m) | 0 (0) |
| 303-01-D | In-Place Cement Stab. Base Course [12" (300mm) Thick] | Square Yard (sq m) | 0 (0) |
| 303-02 | Removal of Existing Patches | Square Yard (sq m) | 0 (0) |

## SECTION 304 – LIME TREATMENT

| | | | |
|---|---|---|---|
| 304-01 | Lime | Ton (Mg) | 2 (2) |
| *304-02 | Lime Treatment (Type B)[____" (mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-02-A | Lime Treatment (Type B)[6" (150mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-02-B | Lime Treatment (Type B)[8 1/2" (220mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-02-C | Lime Treatment (Type B)[10" (250mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-02-D | Lime Treatment (Type B)[12" (300mm) Thick] | Square Yard (sq m) | 0 (0) |
| *304-03 | Lime Treatment (Type C)[____" (mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-03-A | Lime Treatment (Type C)[6" (150mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-03-B | Lime Treatment (Type C)[8 1/2" (220mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-03-C | Lime Treatment (Type C)[10" (250mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-03-D | Lime Treatment (Type C)[12" (300mm) Thick] | Square Yard (sq m) | 0 (0) |
| *304-04 | Lime Treatment (Type D)[____" (mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-04-A | Lime Treatment (Type D)[6" (150mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-04-B | Lime Treatment (Type D)[8 1/2" (220mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-04-C | Lime Treatment (Type D)[10" (250mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-04-D | Lime Treatment (Type D)[12" (300mm) Thick] | Square Yard (sq m) | 0 (0) |
| 304-05 | Lime Treatment (Type E) | Ton (Mg) | 2 (2) |

## SECTION 305 – SUBGRADE LAYER

| | | | |
|---|---|---|---|
| *305-01 | Subgrade Layer [____" (mm) Thick] | Square Yard (sq m) | 0 (0) |

## SECTION 306 – SCARIFYING AND COMPACTING ROADBED

| | | | |
|---|---|---|---|
| *306-01 | Scarifying and Compacting Roadbed [____" (mm) Thick] | Mile (km) | 3 (3) |
| *306-02 | Scarifying and Compacting Roadbed [____" (mm) Thick] | Square Yard (sq m) | 0 (0) |

## SECTION 307 – PERMEABLE BASE

| | | | |
|---|---|---|---|
| *307-01 | Permeable Base [____" (mm) Thick] | Square Yard (sq m) | 1 (1) |

## SECTION 401 - AGGREGATE SURFACE COURSE

| | | | |
|---|---|---|---|
| 401-01 | Aggregate Surface Course (Net Section) | Cubic Yard (cu m) | 1 (1) |
| 401-02 | Aggregate Surface Course (Adjusted Vehicular Measurement) | Cubic Yard (cu m) | 0 (0) |

## SECTION 402 – TRAFFIC MAINTENANCE AGGREGATE

| | | | |
|---|---|---|---|
| 402-01 | Traffic Maintenance Aggregate (Vehicular Measurement) | Cubic Yard (cu m) | 1 (1) |

## SECTION 403 – AGGREGATE ROADWAY SURFACING

| | | | |
|---|---|---|---|
| 403-01 | Aggregate Roadway Surfacing (Vehicular Measurement) | Cubic Yard (cu m) | 1 (1) |

## SECTION 501 – ASPHALTIC CONCRETE MIXTURES

| | | | |
|---|---|---|---|
| 501-01 | Asphaltic Concrete | Ton (Mg) | 1 (1) |
| 501-01-A | Asphaltic Concrete (Paved Drives & Turnouts) | Ton (Mg) | 1 (1) |
| 501-01-B | Asphaltic Concrete (Type 8F Wearing Course) | Ton (Mg) | 1 (1) |
| 501-02 | Asphaltic Concrete | Cubic Yard (cu m) | 0 (0) |
| *501-03 | Asphaltic Concrete [____" (mm) Thick] | Square Yard (sq m) | 0 (0) |

## SECTION 502 – SUPERPAVE ASPHALTIC CONCRETE MIXTURES

| | | | |
|---|---|---|---|
| *502-01 | Superpave Asphaltic Concrete | Ton (Mg) | 1 (1) |

**Note:** Used for wearing, binder, or base for all roadway and shoulder mix types. Also used for airports, leveling, bike paths, parking lots, parking lanes and turn lanes.

| | | | |
|---|---|---|---|
| 502-01-A | Superpave Asphaltic Concrete, Drives, Turnouts and Miscellaneous | Ton (Mg) | 1 (1) |

**Note:** Used in areas requiring a slow production rate and/or handwork such as driveways, turnouts, crossovers, guardrail widening, islands, and mailbox stops.

| | | | |
|---|---|---|---|
| 502-02 | Superpave Asphaltic Concrete | Cubic Yard (cu m) | 0 (0) |

**Note:** Reserved for use in special cases.

| | | | |
|---|---|---|---|
| 502-03 | Superpave Asphaltic Concrete [____" (mm) Thick] | Square Yard (sq m) | 0 (0) |

**Note:** Reserved for use in special cases.

## SECTION 507 – ASPHALTIC SURFACE TREATMENT

| | | | |
|---|---|---|---|
| *507-01 | Asphaltic Surface Treatment (No. Applications) | Square Yard (sq m) | 0 (0) |
| 507-01-A | Asphaltic Surface Treatment (1 Application) | Square Yard (sq m) | 0 (0) |
| 507-01-B | Asphaltic Surface Treatment (2 Applications) | Square Yard (sq m) | 0 (0) |
| 507-01-C | Asphaltic Surface Treatment (3 Applications) | Square Yard (sq m) | 0 (0) |

## SECTION 508 – STONE MATRIX ASPHALT

| | | | |
|---|---|---|---|
| 508-01 | Asphalt Concrete (SMA) Wearing Course | Ton (Mg) | 1 (1) |

## SECTION 509 – COLD PLANING ASPHALTIC PAVEMENT

| | | | |
|---|---|---|---|
| 509-01 | Cold Planing Asphaltic Pavement | Square Yard (sq m) | 0 (0) |
| 509-02 | Contractor Retained Reclaimed Asphaltic Pavement | Cubic Yard (cu m) | 0 (0) |

## SECTION 601 - PORTLAND CEMENT CONCRETE PAVEMENT

| | | | |
|---|---|---|---|
| *601-01 | Portland Cement Concrete Pavement [____" (mm) Thick] | Square Yard (sq m) | 1 (1) |
| *601-02 | Portland Cement Concrete Pavement [____" (mm) Thick](Crossovers & Turnouts) | Square Yard (sq m) | 1 (1) |
| *601-03 | Portland Cement Concrete Shoulder [____" (mm) Thick] | Square Yard (sq m) | 1 (1) |
| 601-04 | Portland Cement Concrete Pavement Coring | Each | 0 (0) |

Letter designations for pavement thickness shall be:

| | | | |
|---|---|---|---|
| A .. 5" (125mm) | F .. 7 1/2" (187.5mm) | K .. 10" (250mm) | P .. 12 1/2" (312.5mm) |
| B .. 5 1/2" (137.5mm) | G .. 8" (200mm) | L .. 10 1/2" (262.5mm) | Q .. 13" (325mm) |
| C .. 6" (150mm) | H .. 8 1/2" (212.5mm) | M .. 11" (275mm) | R .. 13 1/2" (337.5mm) |
| D .. 6 1/2" (162.5mm) | I .. 9" (225mm) | N .. 11 1/2" (287.5mm) | S .. 14" (350mm) |
| E .. 7" (175mm) | J .. 9 1/2" (237.5mm) | O .. 12" (300mm) | T .. 14 1/2" (362.5mm) |

**Example:**
For varying thickness of shoulders 10" to 13" (250mm to 325mm)
601-03-K-Q Portland Cement Concrete Shoulder [10" – 13" (250mm – 325mm) Thick]

## SECTION 602 – PORTLAND CEMENT CONCRETE PAVEMENT REHABILITATION

| | | | |
|---|---|---|---|
| 602-01 | Cleaning and Filling Existing Longitudinal Pavement Joints | Linear Foot (lin m) | 0 (0) |
| 602-02 | Cleaning and Resealing Existing Longitudinal and Transverse Pavement Joints | Linear Foot (lin m) | 0 (0) |

**Note:**
A … Longitudinal
B … Transverse

**Example:**
602-02-A Cleaning and Resealing Existing Longitudinal Pavement Joints
602-02-B Cleaning and Resealing Existing Transverse Pavement Joints

| | | | |
|---|---|---|---|
| 602-03 | Cleaning and Sealing Random Cracks | Linear Foot (lin m) | 0 (0) |
| *602-04 | Full Depth Corner Patching of Jointed Concrete Pavement | Square Yard (sq m) | 1 (1) |
| *602-05 | Full Depth Patching of Jointed Concrete Pavement | Square Yard (sq m) | 1 (1) |

**Note**: Use the letter designations for thicknesses given under Section 601. Use the following designations for patch size.

01 ... 16.0 square yards (15.0 sq. meters) and under
02 ... 16.1 square yards to 48.0 square yards (15.1 sq. meters to 40.0 sq. meters)
03 … 48.1 square yards (40.1 sq. meters) and over

**Example:**
For a pavement 8" (200mm) thick with a 42.0 square yard (35 sq m) full depth patch
602-05-G-02 Full Depth Patching of Jointed Concrete Pavement
[8" (200mm) Thick][16.1 sq y to 48.0 sq y (15.1 sq m to 40.0 sq m)]

| | | | |
|---|---|---|---|
| 602-06 | Partial Depth Patching of Jointed Concrete Pavement | Square Yard (sq m) | 1 (1) |
| 602-07 | Patching Continuously Reinforced Concrete Pavement | Square Yard (sq m) | 1 (1) |
| 602-08 | Grinding Concrete Pavement | Square Yard (sq m) | 1 (1) |
| 602-09 | Grinding Isolated Joints | Square Yard (sq m) | 1 (1) |
| 602-10 | Longitudinal Shoulder Joints | Linear Foot (lin m) | 0 (0) |
| 602-11 | Removal of Existing Shoulder Underdrain Systems | Linear Foot (lin m) | 0 (0) |
| 602-12 | Undersealing Pavement | Ton (Mg) | 1 (1) |
| 602-13 | Slabjacking Pavement | Ton (Mg) | 1 (1) |
| 602-14 | Holes | Each | 0 (0) |
| 602-16 | Cross-Stitching Random Longitudinal Cracks | Linear Foot (lin m) | 0 (0) |
| 602-17 | Dowel Bar Retrofit | Each | 0 (0) |

## SECTION 701 – CULVERTS AND STORM DRAINS

| | | | |
|---|---|---|---|
| *701-01 | Cross Drain Pipe (Size & Type) | Linear Foot (lin m) | 0 (1) |
| *701-02 | Cross Drain Pipe Arch (Size & Type) | Linear Foot (lin m) | 0 (1) |
| *701-03 | Storm Drain Pipe (Size & Type) | Linear Foot (lin m) | 0 (1) |
| *701-04 | Storm Drain Pipe Arch (Size & Type) | Linear Foot (lin m) | 0 (1) |
| *701-05 | Side Drain Pipe (Size) | Linear Foot (lin m) | 0 (1) |
| *701-06 | Side Drain Pipe Arch (Size) | Linear Foot (lin m) | 0 (1) |
| *701-07 | Yard Drain Pipe (Size) | Linear Foot (lin m) | 0 (1) |
| 701-08 | Relaying Pipe | Linear Foot (lin m) | 0 (1) |
| 701-09 | Fabricating Pipe Fittings | Each | 0 (0) |
| *701-10 | Reinforced Concrete Pipe (Extension)(Size) | Linear Foot (lin m) | 0 (1) |
| *701-11 | Reinforced Concrete Pipe Arch (Extension)(Size) | Linear Foot (lin m) | 0 (1) |
| *701-12 | Corrugated Metal Pipe (Extension)(Size) | Linear Foot (lin m) | 0 (1) |

| | | | |
|---|---|---|---|
| *701-13 | Corrugated Metal Pipe Arch (Extension)(Size) | Linear Foot (lin m) | 0 (1) |
| 701-14 | Cleaning Existing Pipes | Linear Foot (lin m) | 0 (1) |
| 701-15 | Concrete Collar | Each | 0 (0) |
| *701-16 | Plastic Pipe (Extension)(Size & Type) | Linear Foot (lin m) | 0 (1) |

Letter designations shall be used for the various pipe sizes as follows:

| **CIRCULAR PIPE INCHES** | |
|---|---|
| 4 … A | 60 … Q |
| 6 … B | 66 … R |
| 8 … C | 72 … S |
| 10 … D | 78 … T |
| 12 … E | 84 … U |
| 15 … F | 90 … V |
| 18 … G | 96 … W |
| 21 … H | 102 … X |
| 24 … I | 108 … Y |
| 27 … J | 114 … Z |
| 30 … K | 120 … 1 |
| 33 ... L | 126 … 2 |
| 36 … M | 132 … 3 |
| 42 … N | 138 … 4 |
| 48 … O | 144 … 5 |
| 54 … P | - |
| - | - |
| - | - |
| - | - |
| - | - |

| **PIPE ARCH (INCHES)** | | | | |
|---|---|---|---|---|
| **Metal (CMPA)** | | **Concrete (RCPA)** | **Equivalent Diameter** | **Letter Designation** |
| **1/2" Corr.** | **1” Corr.** | | | |
| 17x13 | - | 18x11 | 15 | A |
| 21x15 | - | 22x13 | 18 | B |
| 24x18 | - | 26x15 | 21 | C |
| 28x20 | - | 28x18 | 24 | D |
| 35x24 | - | 36x22 | 30 | E |
| 42x29 | 40x31 | 43x26 | 36 | F |
| 49x33 | 46x36 | 51x31 | 42 | G |
| 57x38 | 53x41 | 58x36 | 48 | H |
| 64x43 | 60x46 | 65x40 | 54 | I |
| 71x47 | 66x51 | 73x45 | 60 | J |
| 77x52 | 73x55 | - | 66 | K |
| 83x57 | 81x59 | 88x54 | 72 | L |
| - | 87x63 | - | 78 | M |
| - | 95x67 | 102x62 | 84 | N |
| - | 103x71 | 115x72 | 90 | O |
| - | 112x75 | 122x77 | 96 | P |
| - | 117x79 | - | 102 | Q |
| - | 128x83 | 138x87 | 108 | R |
| - | 137x87 | - | 114 | S |
| - | 142x91 | 154x96 | 120 | T |

| **CIRCULAR PIPE (mm)** | |
|---|---|
| 100 … A | 1500 … Q |
| 150 … B | 1650 … R |
| 200 … C | 1800 … S |
| 250 … D | 1950 … T |
| 300 … E | 2100 … U |
| 375 … F | 2250 … V |
| 450 … G | 2400 … W |
| 525 … H | 2500 … X |
| 600 … I | 2700 … Y |
| 675 … J | 2850 … Z |
| 750 … K | 3000 … 1 |
| 825 ... L | 3150 … 2 |
| 900 … M | 3300 … 3 |
| 1050 … N | 3450 … 4 |
| 1200 … O | 3600 … 5 |
| 1350 … P | - |
| - | - |
| - | - |
| - | - |
| - | - |

| **PIPE ARCH (mm)** | | | | |
|---|---|---|---|---|
| **Metal (CMPA)** | | **Concrete (RCPA)** | **Equivalent Diameter** | **Letter Designation** |
| **13mm Corr.** | **25mm Corr.** | | | |
| 430x330 | - | 460x280 | 375 | A |
| 530x380 | - | 560x345 | 450 | B |
| 610x460 | - | 660x395 | 525 | C |
| 710x510 | - | 725x460 | 600 | D |
| 885x610 | - | 920x570 | 750 | E |
| 1060x740 | 1010x790 | 1110x675 | 900 | F |
| 1240x840 | 1160x920 | 1300x795 | 1050 | G |
| 1440x970 | 1340x1050 | 1485x915 | 1200 | H |
| 1620x1100 | 1520x1170 | 1650x1015 | 1350 | I |
| 1800x1200 | 1670x1300 | 1855x1145 | 1500 | J |
| 1950x1320 | 1850x1400 | - | 1650 | K |
| 2100x1450 | 2050x1500 | 2235x1370 | 1800 | L |
| - | 2200x1620 | - | 1950 | M |
| - | 2400x1720 | 2590x1575 | 2100 | N |
| - | 2600x1820 | 2920x1830 | 2250 | O |
| - | 2840x1920 | 3100x1960 | 2400 | P |
| - | 2970x2020 | - | 2550 | Q |
| - | 3240x2120 | 3205x2215 | 2700 | R |
| - | 3470x2220 | 3910x2460 | 2850 | S |
| - | 3600x2320 | 4285x2705 | 3000 | T |

**Example:**

701-01-I/K Cross Drain Pipe [24” (600mm) RCP/PCP or 30” (750mm) CMP]
701-02-G/H Cross Drain Pipe Arch [42” (1050mm) Equiv. RCPA or 48” (1200mm) Equiv. CMPA]
701-03-F Storm Drain Pipe [15” (375mm) RCP/PCP]
701-03-G/I-01 Storm Drain Pipe [18” (450mm) PCP or 24” (600mm) CMP (Outfall)]
701-04-A-01 Storm Drain Pipe Arch [15” (375mm) Equiv. CMPA](Outfall)
701-05-G Side Drain Pipe [18” (450mm)]
701-05-G-01 Side Drain Pipe [18” (450mm)](Erosion or Bridge Drain)
701-06-A Side Drain Pipe Arch [15” (375mm)(Equiv.)]
701-11-F Reinforced Concrete Pipe Arch [(Extension) 36” (900mm) Equiv.)]
701-13-H Corrugated Metal Pipe Arch [(Extension) 48” (1200mm) Equiv.)]

## SECTION 702 – MANHOLES, JUNCTION BOXES, CATCH BASINS, AND END TREATMENTS

| | | | |
|---|---|---|---|
| 702-01 | Junction Boxes | Each | 0 (0) |
| *702-02 | Manholes (Type) | Each | 0 (0) |
| *702-03 | Catch Basins (Type) | Each | 0 (0) |

| Letter Designation | Manhole Type | Catch Basin Type |
|---|---|---|
| A | MH-06 | CB-01 |
| B | R-CB-11 | CB-02 |
| C | R-CB-11 MOD | CB-06 |
| D | R-CB-12 | CB-07 |
| E | R-CB-32 | --- |
| F | MH-01 | CB-08 |
| G | --- | CB-09 |
| H | --- | CB-05 |

**Example:**

702-02-C Manholes (R-CB-11 Mod)
702-03-F Catch Basins (CB-08)

| | | | |
|---|---|---|---|
| *702-04 | Adjusting _____ | Each | 0 (0) |
| 702-04-A | Adjusting Manholes | Each | 0 (0) |
| 702-04-B | Adjusting Catch Basins | Each | 0 (0) |
| 702-04-C | Adjusting Junction Boxes | Each | 0 (0) |
| *702-05 | Cross Drain End Treatment (Type **) | Each | 0 (0) |
| *702-06 | Side Drain End Treatment (Type **) | Each | 0 (0) |

** - (No. of Barrels, Size, & Pipe Type)

**Examples:**

702-05-A Cross Drain End Treatment (2 Barrels, 54” RCP or 60” CMP)
702-06-A Side Drain End Treatment (5 Barrels, 18” RCP or 24” CMP)

| | | | |
|---|---|---|---|
| *702-07 | Cross Drain Safety End (Type ) | Each | 0 (0) |
| *702-08 | Side Drain Safety End (Type ) | Each | 0 (0) |

Letter designations for Cross/Side Drain Safety End Types shall be used as follows:

A…Type 1 C … Type 3
B …Type 2 D …Type 4

**Example:**

702-07-A Cross Drain Safety End (Type 1)
702-08-C Side Drain Safety End (Type 3)

## SECTION 703 – UNDERDRAIN SYSTEMS

| | | | |
|---|---|---|---|
| 703-01 | Shoulder Underdrain Systems | Linear Foot (lin m) | 0 (0) |
| 703-02 | Shoulder Outlet Underdrains | Each | 0 (0) |
| 703-03 | Perforated Pipe Underdrains | Linear Foot (lin m) | 0 (0) |

| | | | |
|---|---|---|---|
| 703-04 | Nonperforated Pipe Underdrains | Linear Foot (lin m) | 0 (0) |
| 703-05 | Geocomposite Wall Drains | Square Yard (sq m) | 1 (1) |
| 703-06 | Underdrain Video Inspection | Linear Foot (lin m) | 0 (0) |

## SECTION 704 – GUARD RAIL

| | | | |
|---|---|---|---|
| *704-01 | Guard Rail | Linear Foot (lin m) | 1 (2) |
| 704-01-A | Guard Rail (Single Thrie Beam) [3'-1 1/2" (950mm) post spacing] | Linear Foot (lin m) | 1 (2) |
| 704-01-B | Guard Rail (Single Thrie Beam) [6'-3" (1905mm) post spacing] | Linear Foot (lin m) | 1 (2) |
| 704-01-C | Guard Rail (Double Thrie Beam) [3'–1 1/2" (950mm) post spacing] | Linear Foot (lin m) | 1 (2) |
| 704-01-D | Guard Rail (Double Thrie Beam) [6'-3" (1905mm) post spacing] | Linear Foot (lin m) | 1 (2) |
| 704-02 | Guard Rail (Double Faced) | Linear Foot (lin m) | 1 (2) |
| 704-03 | Blocked Out Guard Rail | Linear Foot (lin m) | 1 (2) |
| 704-04 | Blocked Out Guard Rail (Double Faced) | Linear Foot (lin m) | 1 (2) |
| 704-05 | Guard Rail Anchor Sections (BCT) | Linear Foot (lin m) | 1 (2) |
| 704-06 | Guard Rail Anchor Sections (Trailing End) | Linear Foot (lin m) | 1 (2) |
| 704-06-A | Guard Rail Anchor Sections (Trailing End) (Single Thrie Beam) | Linear Foot (lin m) | 1 (2) |
| 704-07 | Guard Rail Bridge Attachments | Linear Foot (lin m) | 1 (2) |
| 704-07-A | Guard Rail Bridge Attachments (Single Thrie Beam) | Linear Foot (lin m) | 1 (2) |
| 704-08 | Guard Rail Transitions | Linear Foot (lin m) | 1 (2) |
| 704-08-A | Guard Rail Transitions (Single Thrie Beam) | Linear Foot (lin m) | 1 (2) |
| 704-08-B | Guard Rail Transitions (Double Thrie Beam) | Linear Foot (lin m) | 1 (2) |
| 704-09 | Guard Rail Anchor Sections (Turndown) | Linear Foot (lin m) | 1 (2) |
| 704-10 | Guard Rail Anchor Block | Each | 0 (0) |
| *704-11 | Guard Rail End Treatment (Type) | Each | 0 (0) |
| 704-11-A | Guard Rail End Treatment (Flared) | Each | 0 (0) |
| 704-11-B | Guard Rail End Treatment (Tangent) | Each | 0 (0) |
| 704-11-C | Guard Rail End Treatment (Bi-Directional) | Each | 0 (0) |

## SECTION 705 – FENCES

| | | | |
|---|---|---|---|
| 705-01 | Barbed Wire Fence | Linear Foot (lin m) | 0 (0) |
| 705-02 | Combination Mesh & Barbed Wire Fence | Linear Foot (lin m) | 0 (0) |
| 705-03 | Single Swinging Walk Gates | Each | 0 (0) |
| 705-04 | Single Swinging Driveway Gates | Each | 0 (0) |
| 705-05 | Double Swinging Driveway Gates | Double Gate | 0 (0) |
| *705-06 | Chain Link Fence [___-Foot (mm) Height] | Linear Foot (lin m) | 0 (0) |
| *705-07 | ___-Foot (m) Single Gates for Chain Link Fence [___Foot (mm) Height] | Each | 0 (0) |
| *705-08 | ___-Foot (m) Double Gates for Chain Link Fence [___-Foot (mm) Height] | Double Gate | 0 (0) |
| 705-09 | Rebuilt Fence | Linear Foot (lin m) | 0 (0) |

Letter Designations for chain link fence and single and double gate heights shall be used as follows:

A … 4' (1200mm)
B … 5' (1500mm)
C … 6' (1800mm)
D … 7' (2100mm)

**Example:**
Item 705-07-B 3-Foot Gates for Chain Link Fence [5-Foot (1500mm) Height]

## SECTION 706 – CONCRETE WALKS, DRIVES AND INCIDENTAL PAVING

| | | | |
|---|---|---|---|
| *706-01 | Concrete Walk [___" (mm) Thick] | Square Yard (sq m) | 1 (1) |
| *706-02 | Concrete Drive [___" (mm) Thick] | Square Yard (sq m) | 1 (1) |
| *706-03 | Incidental Concrete Paving [___" (mm) Thick] | Square Yard (sq m) | 1 (1) |

Letter Designations for various thicknesses shall be used as follows:
A … 4” (100mm)
B … 5” (125mm)
C … 6” (150mm)

**Example**:
Item 706-02-C, Concrete Drive [6” (150mm) Thick]

## SECTION 707 – CURBS AND GUTTERS

| | | | |
|---|---|---|---|
| 707-01 | Concrete Curb | Linear Foot (lin m) | 1 (1) |
| 707-02 | Concrete Gutter | Linear Foot (lin m) | 1 (1) |
| 707-03 | Combination Concrete Curb and Gutter | Linear Foot (lin m) | 1 (1) |
| 707-04 | Asphaltic Curb | Linear Foot (lin m) | 1 (1) |

## SECTION 708 – RIGHT-OF-WAY MONUMENTS

| | | | |
|---|---|---|---|
| 708-01 | Right-of-Way Monument | Each | 0 (0) |
| 708-02 | Right-of-Way Monument Witness Post | Each | 0 (0) |

## SECTION 709 – STEEL CATTLE GUARDS

| | | | |
|---|---|---|---|
| 709-01 | Steel Cattle Guard | Each | 0 (0) |

## SECTION 710 – FLOWABLE FILL

| | | | |
|---|---|---|---|
| 710-01 | Flowable Fill | Cubic Yard (cu m) | 0 (0) |

## SECTION 711 – RIPRAP

| | | | |
|---|---|---|---|
| *711-01 | Riprap (Class and Thickness) | Square Yard (sq m) | 0 (0) |
| *711-02 | Riprap (Class) | Cubic Yard (cu m) | 0 (0) |
| *711-03 | Riprap (Class) | Ton (Mg) | 1 (1) |
| 711-04 | Geotextile Fabric | Square Yard (sq m) | 0 (0) |

Letter Designations shall be used for the various riprap classes as follows:

| Letter Designation | Riprap Class |
|---|---|
| A | 2 lb (1 kg) |
| B | 10lb (5 kg) |
| C | 30 lb (15 kg) |
| D | 55 lb (25 kg) |
| E | 130 lb (60 kg) |
| F | 250 lb (115 kg) |
| G | 440 lb (200 kg) |
| H | 1000 lb (455 kg) |

**Example:**
711-01-B, Riprap [10 lb, 12” (5 kg, 300mm) Thick]
711-02-C, Riprap [(30 lb) (15kg)]

## SECTION 712 – REVETMENTS

| | | | |
|---|---|---|---|
| *712-01 | Concrete Cast-in-Place Revetment [___” (mm) Thick] | Square Yard (sq m) | 0 (0) |

Letter Designations for various thicknesses shall be used as follows:
A … 4” (100mm)
B … 5” (125mm)
C … 6” (150mm)

Example:
Item 712-01-A, Concrete Cast-in-Place Revetment {4” (100mm) Thick}

| | | | |
|---|---|---|---|
| 712-02 | Sacked Concrete Revetment | Square Yard (sq m) | 0 (0) |
| 712-03 | Stone Revetment | Square Yard (sq m) | 0 (0) |
| 712-04 | Flexible Revetment | Square Yard (sq m) | 0 (0) |

## SECTION 713 – TEMPORARY SIGNS, BARRICADES, BARRIERS AND PAVEMENT MARKINGS

| | | | |
|---|---|---|---|
| 713-01 | Temporary Signs and Barricades | Lump Sum | 0 (0) |
| 713-02 | Temporary Pavement Markings | Lump Sum | 0 (0) |
| *713-03 | Temporary Pavement Markings [___” (mm) Width] | Linear Foot (lin m) | 0 (0) |
| 713-03-A | Temporary Pavement Markings [4” (100mm) Width] | Linear Foot (lin m) | 0 (0) |
| 713-03-B | Temporary Pavement Markings [6” (150mm) Width] | Linear Foot (lin m) | 0 (0) |
| 713-03-C | Temporary Pavement Markings [8” (200mm) Width] | Linear Foot (lin m) | 0 (0) |
| 713-03-D | Temporary Pavement Markings [12” (300mm) Width] | Linear Foot (lin m) | 0 (0) |
| 713-03-E | Temporary Pavement Markings [24” (600mm) Width] | Linear Foot (lin m) | 0 (0) |
| *713-04 | Temporary Pavement Markings (Broken Line) [___” (mm) Width ___’ (m) Length] | Mile (km) | 3 (3) |
| 713-04-A | Temporary Pavement Markings (Broken Line) [4” (100mm) Width][ 4’ (1.2m) Length] | Mile (km) | 3 (3) |
| 713-04-A-01 | Temporary Pavement Markings (Broken Line) [4” (100mm) Width][ 4’ (1.2m) Length] (Type 1 Removable) | Mile (km) | 3 (3) |
| 713-04-B | Temporary Pavement Markings (Broken Line) [4” (100mm) Width] [10’ (3.0m) Length] | Mile (km) | 3 (3) |
| 713-04-B-01 | Temporary Pavement Markings (Broken Line) [4” (100mm) Width] [10’ (3.0m) Length] (Type I Removable) | Mile (km) | 3 (3) |
| *713-05 | Temporary Pavement Markings (Solid Line) [___” (mm) Width] | Mile (km) | 3 (3) |
| 713-05-A | Temporary Pavement Markings (Solid Line)[4” (100mm) Width] | Mile (km) | 3 (3) |
| 713-05-A-01 | Temporary Pavement Markings (Solid Line)[4” (100mm) Width](Type 1 Removable) | Mile (km) | 3 (3) |
| *713-06 | Temporary Pavement Legends & Symbols (Type) | Each | 0 (0) |
| 713-06-A | Temporary Pavement Legends & Symbols (Arrow) | Each | 0 (0) |
| 713-06-B | Temporary Pavement Legends & Symbols (Double Arrow) | Each | 0 (0) |
| 713-06-C | Temporary Pavement Legends & Symbols (Only) | Each | 0 (0) |
| 713-06-D | Temporary Pavement Legends & Symbols (RR Crossing) | Each | 0 (0) |
| 713-06-E | Temporary Pavement Legends & Symbols (School Crossing) | Each | 0 (0) |
| *713-07 | Temporary Reflectorized Raised Pavement Markers | Each | 0 (0) |
| 713-07-A | Temporary Reflectorized Raised Pavement Markers (Tabs) | Each | 0 (0) |
| 713-08 | Temporary Precast Concrete Barrier (Contractor Furnished) | Each | 0 (0) |
| 713-09 | Temporary Precast Concrete Barrier (Department Furnished) | Each | 0 (0) |
| 713-10 | Temporary Portable Barrier (Type) | Each | 0 (0) |

## SECTION 714 – SLAB SODDING

| | | | |
|---|---|---|---|
| 714-01 | Slab Sodding | Square Yard (sq m) | 0 (0) |

## SECTION 715 – TOPSOIL

| | | | |
|---|---|---|---|
| 715-01 | Topsoil | Cubic Yard (cu m) | 0 (0) |

## SECTION 716 – VEGETATIVE AND FIBER MULCH

| | | | |
|---|---|---|---|
| *716-01 | Mulch (Type) | Acre (hectare) | 2 (1) |
| 716-01-A | Mulch (Vegetative) | Acre (hectare) | 2 (1) |
| 716-01-B | Mulch (Fiber) | Acre (hectare) | 2 (1) |

## SECTION 717 – SEEDING

| | | | |
|---|---|---|---|
| 717-01 | Seeding | Pound (kg) | 0 (0) |

## SECTION 718 – FERTILIZER AND AGRICULTURAL LIME

| | | | |
|---|---|---|---|
| 718-01 | Fertilizer | Pound (kg) | 0 (0) |
| 718-02 | Agricultural Lime | Ton (Mg) | 1 (1) |

## SECTION 719 – LANDSCAPING

| | | | |
|---|---|---|---|
| 719-01 | Plants (Type, Size) | Each | 0 (0) |
| *719-02 | Top Dressing Mulch [___" (mm) Depth] | Square Yard (sq m) | 0 (0) |
| *719-03 | Bed Preparation [___" (mm) Depth] | Square Yard (sq m) | 0 (0) |
| 719-04 | Landscaping | Lump Sum | 0 (0) |

## SECTION 720 – EROSION CONTROL SYSTEMS

| | | | |
|---|---|---|---|
| *720-01 | Erosion Control System (Type) | Square Yard (sq m) | 0 (0) |
| 720-01-A | Erosion Control System, Slope Protection (Type A) | Square Yard (sq m) | 0 (0) |
| 720-01-B | Erosion Control System, Slope Protection (Type B) | Square Yard (sq m) | 0 (0) |
| 720-01-C | Erosion Control System, Flexible Channel Liner (Type C) | Square Yard (sq m) | 0 (0) |
| 720-01-D | Erosion Control System, Flexible Channel Liner (Type D) | Square Yard (sq m) | 0 (0) |
| 720-01-E | Erosion Control System, Flexible Channel Liner (Type E) | Square Yard (sq m) | 0 (0) |
| 720-01-F | Erosion Control System, Flexible Channel Liner (Type F) | Square Yard (sq m) | 0 (0) |

## SECTION 721 – ASPHALT MULCH

| | | | |
|---|---|---|---|
| 721-01 | Asphalt Mulch | Gallon (L) | 0 (0) |

## SECTION 722 – FIELD LABORATORIES

| | | | |
|---|---|---|---|
| 722-01 | Project Site Laboratory | Each | 0 (0) |
| 722-02 | Project Site Laboratory (Equipped) | Each | 0 (0) |

## SECTION 723 – GRANULAR MATERIAL

| | | | |
|---|---|---|---|
| 723-01 | Granular Material (Net Section) | Cubic Yard (cu m) | 0 (0) |
| 723-02 | Granular Material (Vehicular Measurement) | Cubic Yard (cu m) | 0 (0) |

## SECTION 724 – PAVEMENT PATCHING, WIDENING AND JOINT REPAIR

| | | | |
|---|---|---|---|
| *724-01 | Pavement Patching | Square Yard (sq m) | 0 (0) |
| 724-01-A | Pavement Patching [6" (150mm) Minimum Thickness] | Square Yard (sq m) | 0 (0) |
| 724-01-B | Pavement Patching [12" (300mm) Minimum Thickness] | Square Yard (sq m) | 0 (0) |
| 724-02 | Pavement Widening | Square Yard (sq m) | 1 (1) |
| 724-03 | Pavement Joint Repair | Ton (Mg) | 1 (1) |

## SECTION 725 – TEMPORARY DETOUR ROADS AND BRIDGES

| | | | |
|---|---|---|---|
| 725-01 | Temporary Detour Roads | Linear Foot (lin m) | 1 (1) |
| 725-02 | Temporary Detour Roads | Square Yard (sq m) | 1 (1) |
| 725-03 | Temporary Detour Bridging | Linear Foot (lin m) | 2 (2) |
| 725-04 | Low Profile Runaround | Each | 0 (0) |

## SECTION 726 – BEDDING MATERIAL

| | | | |
|---|---|---|---|
| 726-01 | Bedding Material | Cubic Yard (cu m) | 1 (1) |

## SECTION 727 – MOBILIZATION

| | | | |
|---|---|---|---|
| 727-01 | Mobilization | Lump Sum | 0 (0) |

## SECTION 728 – JACKED OR BORED PIPE

| | | | |
|---|---|---|---|
| *728-01 | Jacked or Bored Pipe<br>(Size, Type, Class, or Thickness) | Linear Foot (lin m) | 1 (1) |

## SECTION 729 – TRAFFIC SIGNS AND DEVICES

| | | | |
|---|---|---|---|
| 729-01 | Sign (Type A) | Square Foot (sq m) | 1 (2) |
| 729-02 | Sign (Type B) | Square Foot (sq m) | 1 (2) |
| 729-03 | Sign (Type C) | Square Foot (sq m) | 1 (2) |
| 729-04 | Sign (Type D) | Square Foot (sq m) | 1 (2) |
| 729-05 | Sign (Type E) | Square Foot (sq m) | 1 (2) |
| 729-06 | Sign (Overhead Mounted) | Square Foot (sq m) | 1 (2) |
| 729-07 | Sign (Overlay Panel) | Square Foot (sq m) | 1 (2) |
| *729-08 | Mounting [____" (mm) Size Post] | Each | 0 (0) |

Letter Designations for mounting post sizes

| LETTER | POST SIZE ENGLISH | POST SIZE METRIC |
|---|---|---|
| A | 2 1/2" | 63.5 mm |
| B | 3 1/2" | 88.9 mm |
| C | 5" | 127 mm |
| D | 6" | 152.4 mm |
| E | S3 x 5.7 | S75 x 8.5 |
| F | W6 x 12 | W150 x 18 |
| G | W8 x 18 | W200 x 27 |
| H | W8 x 24 | W200 x 36 |
| I | W10 x 33 | W250 x 49 |
| J | W12 x 40 | W310 x 60 |

| | | | |
|---|---|---|---|
| 729-09 | Mounting (Overhead Truss)(Ground Mounted) | Each | 0 (0) |
| 729-10 | Mounting (Overhead Truss)(Structure Mounted) | Each | 0 (0) |
| 729-11 | Mounting (Overhead Cantilever)(Ground Mounted) | Each | 0 (0) |
| 729-12 | Mounting (Overhead Cantilever)(Structure Mounted) | Each | 0 (0) |
| 729-13 | Mounting (Bridge Fascia Mounted) | Each | 0 (0) |
| 729-14 | Delineator Assembly (Ground Mounted) | Each | 0 (0) |
| 729-15 | Delineator Assembly (Structure Mounted) | Each | 0 (0) |
| *729-16 | Object Marker Assembly (Type ) | Each | 0 (0) |
| 729-16-A | Object Marker Assembly (Type 1) | Each | 0 (0) |
| 729-16-B | Object Marker Assembly (Type 2) | Each | 0 (0) |
| 729-16-C | Object Marker Assembly (Type 3) | Each | 0 (0) |
| 729-17 | Milepost Assembly (Ground Mounted) | Each | 0 (0) |
| 729-18 | Milepost Assembly (Structure Mounted) | Each | 0 (0) |
| *729-19 | Dead End Road Installations (Type) | Each | 0 (0) |
| 729-19-A | Dead End Road Installations (Type A) | Each | 0 (0) |

| | | | |
|---|---|---|---|
| 729-19-B | Dead End Road Installations (Type B) | Each | 0 (0) |
| 729-19-C | Dead End Road Installations (Type C) | Each | 0 (0) |
| *729-20 | Footings for Overhead Mountings (Type) | Each | 0 (0) |
| 729-21 | U-Channel Post | Each | 0 (0) |

## SECTION 730 – ELECTRICAL SYSTEMS

| | | | |
|---|---|---|---|
| 730-01 | Trenching and Backfilling | Linear Foot (lin m) | 0 (0) |
| *730-02 | Conduit with Conductors (Size and Type) | Linear Foot (lin m) | 0 (0) |
| *730-03 | Conductors in Existing Conduit (Size and Type) | Linear Foot (lin m) | 0 (0) |
| *730-04 | Jacked or Bored Casing (Size and Type) | Linear Foot (lin m) | 0 (0) |
| *730-05 | Light Pole (Size and Type) | Each | 0 (0) |
| *730-06 | High Mast Pole (Size and Type) | Each | 0 (0) |
| *730-07 | Luminaire (Size and Type) | Each | 0 (0) |
| *730-08 | Electrical Service Point (Type) | Each | 0 (0) |
| 730-09 | Electrical System | Lump Sum | 0 (0) |
| 730-10 | Fabricated Light Pole Support | Each | 0 (0) |
| 730-11 | Removal and Disposal of Electrical Equipment | Lump Sum | 0 (0) |
| *730-12 | Removal and Storage of Light Poles (Size and Type) | Each | 0 (0) |
| *730-13 | Removal and Disposal of Light Pole Foundations (Size and Type) | Each | 0 (0) |
| *730-14 | Removal and Disposal of Luminaires (Size and Type) | Each | 0 (0) |
| *730-15 | Relocate Light Poles (Size and Type) | Each | 0 (0) |
| *730-16 | Underground Junction Box (Size) | Each | 0 (0) |
| *730-17 | Structure Junction Box (Size) | Each | 0 (0) |
| 730-18 | Service Pole | Each | 0 (0) |

## SECTION 731 – RAISED PAVEMENT MARKERS

| | | | |
|---|---|---|---|
| 731-01 | Nonreflectorized Raised Pavement Markers | Each | 0 (0) |
| 731-02 | Reflectorized Raised Pavement Markers | Each | 0 (0) |

## SECTION 732 – PLASTIC PAVEMENT MARKINGS

| | | | |
|---|---|---|---|
| *732-01 | Plastic Pavement Striping [___" (mm) Width] | Linear Foot (lin m) | 0 (0) |
| *732-02 | Plastic Pavement Striping (Solid Line)[___" (mm) Width] | Mile (km) | 3 (3) |
| *732-03 | Plastic Pavement Striping (Broken Line)[___" (mm) Width] | Mile (km) | 3 (3) |
| *732-04 | Plastic Pavement Legends and Symbols (Type) | Each | 0 (0) |
| 732-05 | Removal of Existing Markings | Mile (km) | 3 (3) |

Letter Designations for Plastic Pavement Striping/Markings shall be as follows:

| | | |
|---|---|---|
| A … 4" (100mm) | D … 12" (300mm) | 01 … Preformed Marking Tape (Type) |
| B … 6" (150mm) | E … 24" (600mm) | 02 … Hot Applied Thermoplastic (inverted profile) |
| C ... 8" (200mm) | | 03 … Hot Appl. Thermoplastic [40 mil (1mm) Thickness] |

**Example:**

| | |
|---|---|
| 732-01-A | Plastic Pavement Striping [4" (100mm) Width] |
| 732-02-A-02 | Plastic Pavement Striping (Solid Line) [4" (100mm) Width](Inverted Profile) |
| 732-03-A-01 | Plastic Pavement Striping (Broken Line)[4" (100mm) Width] (Preformed Marking Tape - Type V) |

Letter Designations for Legends and Symbols (732-04) shall be as follows:

| | |
|---|---|
| A … (Arrow) | D … (RR Crossing) |
| B … (Double Arrow) | E … (School Crossing) |
| C … (Only) | |

**Example:**

| | |
|---|---|
| 732-04-A | Plastic Pavement Legends and Symbols (Arrow) |

## SECTION 733 – CONCRETE ROADWAY BARRIERS

| | | | |
|---|---|---|---|
| *733-01 | Concrete Roadway Barrier (Type) | Linear Foot (lin m) | 1 (1) |

## SECTION 734 – RUBBLIZING PORTLAND CEMENT CONCRETE PAVEMENT

| | | | |
|---|---|---|---|
| 734-01 | Rubblizing Portland Cement Concrete Pavement | Square Yard (sq m) | 0 (0) |

## SECTION 735 – MAILBOXES AND MAILBOX SUPPORTS

| | | | |
|---|---|---|---|
| 735-01 | Mailboxes | Each | 0 (0) |
| 735-02 | Mailbox Supports (Single) | Each | 0 (0) |
| 735-03 | Mailbox Supports (Double) | Each | 0 (0) |
| 735-04 | Mailbox Supports (Multiple) | Each | 0 (0) |

## SECTION 736 – TRAFFIC SIGNALS

| | | | |
|---|---|---|---|
| 736-01 | Trenching and Backfilling | Linear Foot (lin m) | 0 (0) |
| *736-02 | Conduit with Conductors (Size & Type) | Linear Foot (lin m) | 0 (0) |
| *736-03 | Jacked or Bored Conduit (Size & Type) | Linear Foot (lin m) | 0 (0) |
| *736-04 | Signal Support (Size & Type) | Each | 0 (0) |
| 736-04-A | Signal Support (Foundation Only) (Size & Type) | Each | 0 (0) |
| *736-05 | Signal Heads (Type) | Each | 0 (0) |
| 736-05-A | Signal Heads (Retrofitted With LED's) | Each | 0 (0) |
| 736-06 | Signal Service | Each | 0 (0) |
| 736-07 | Traffic Signal System | Lump Sum | 0 (0) |
| 736-08 | Signal Controller | Each | 0 (0) |
| 736-09 | Loop Detector | Linear Foot (lin m) | 0 (0) |
| 736-10 | Underground Junction Box | Each | 0 (0) |
| *736-11 | Conduit (Size and Type) | Linear Foot (lin m) | 0 (0) |
| *736-12 | Conductor (Size & Type) | Linear Foot (lin m) | 0 (0) |
| *736-13 | Cable (Size & Type) | Linear Foot (lin m) | 0 (0) |

## SECTION 737 – PAINTED TRAFFIC STRIPING

| | | | |
|---|---|---|---|
| 737-01 | Painted Traffic Striping (Solid Line) | Mile (km) | 3 (3) |
| 737-02 | Painted Traffic Striping (Broken Line) | Mile (km) | 3 (3) |
| 737-03 | Painted Traffic Striping (Solid Line) | Linear Foot (lin m) | 0 (0) |

Letter Designations for painted traffic striping widths shall be as follows:

| | | |
|---|---|---|
| A … 4" (100mm) | C … 8" (200mm) | E … 24" (600mm) |
| B … 6" (150mm) | D … 12" (300mm) | |

## SECTION 738 – MULCH SODDING

| | | | |
|---|---|---|---|
| 738-01 | Mulch Sodding | Cubic Yard (cu m) | 0 (0) |

## SECTION 739 – HYDRO-SEEDING

| | | | |
|---|---|---|---|
| 739-01 | Hydro-Seeding | Acre (hectare) | 2 (1) |

## SECTION 740 – CONSTRUCTION LAYOUT

| | | | |
|---|---|---|---|
| 740-01 | Construction Layout | Lump Sum | 0 (0) |
| 740-02 | Utility Oversight and Coordination | Lump Sum | 0 (0) |

## SECTION 741 – WATER DISTRIBUTION SYSTEMS

| | | | |
|---|---|---|---|
| *741-01 | Water Main (Size and Type) | Linear Foot (lin m) | 0 (0) |
| *741-02 | Gate Valve (Size) | Each | 0 (0) |

| | | | |
|---|---|---|---|
| *741-03 | Tapping Sleeve and Valve Assembly (Size) | Each | 0 (0) |
| 741-04 | Fire Hydrant | Each | 0 (0) |
| *741-05 | Water Service Line (Size and Type) | Linear Foot (lin m) | 0 (0) |
| 741-06 | Relocating Fire Hydrant | Each | 0 (0) |
| 741-07 | Relocating Water Valve | Each | 0 (0) |
| 741-08 | Relocating Water Meter | Each | 0 (0) |
| 741-09 | Adjusting Water House Connections | Each | 0 (0) |
| 741-10 | Adjusting Water Service Lines | Linear Foot (lin m) | 0 (0) |
| 741-11 | Adjusting Water Valve and Meter Box | Each | `0 (0) |
| 741-12 | Removing Water Valve Including Box | Each | 0 (0) |
| 741-13 | Removing Fire Hydrant | Each | 0 (0) |
| 741-14 | Concrete Blocking | Cubic Yard (cu m) | 1 (1) |
| *741-15 | Casing (Size and Type) | Linear Foot (lin m) | 1 (1) |
| *741-16 | Butterfly Valve (Size) | Each | 0 (0) |
| *741-17 | Double Strap Saddle (Size) | Each | 0 (0) |

## SECTION 742 – SANITARY SEWER SYSTEM

| | | | |
|---|---|---|---|
| *742-01 | Sanitary Sewer Pipe (Size) | Linear Foot (lin m) | 0 (0) |
| 742-02 | Adjusting Sanitary Sewer House Connections | Each | 0 (0) |
| 742-03 | Adjusting Sanitary Sewer Service Lines | Linear Foot (lin m) | 0 (0) |
| *742-04 | Casing (Size and Type) | Linear Foot (lin m) | 0 (0) |

## SECTION 743 – AIRPORT PAVEMENT MARKINGS

| | | | |
|---|---|---|---|
| 743-01 | Airport Pavement Markings | Square Foot (sq m) | 0 (0) |
| 743-02 | Temporary Runway Striping | Square Foot (sq m) | 0 (0) |

## SECTION 744 – TRAFFIC CONTROL MANAGEMENT

| | | | |
|---|---|---|---|
| 744-01 | Traffic Control Management | Lump Sum | 0 (0) |

## SECTION 802 – STRUCTURAL EXCAVATION AND BACKFILL

| | | | |
|---|---|---|---|
| 802-01 | Structural Excavation | Cubic Yard (cu m) | 1 (1) |
| 802-02 | Structural Excavation for Intermediate Bents | Cubic Yard (cu m) | 1 (1) |
| 802-03 | Structural Excavation for Piers (Dry) | Cubic Yard (cu m) | 1 (1) |
| 802-04 | Structural Excavation for Piers (Wet) | Cubic Yard (cu m) | 1 (1) |
| 802-05 | Cofferdams | Lump Sum | 0 (0) |
| 802-06 | Well-Point System | Lump Sum | 0 (0) |

## SECTION 803 – SHEET PILES

| | | | |
|---|---|---|---|
| *803-01 | Timber Sheet Pile Wall (Type Treatment) | Square Foot (sq m) | 0 (1) |
| 803-01-A | Timber Sheet Pile Wall (Noncoastal Treatment) | Square Foot (sq m) | 0 (1) |
| 803-01-B | Timber Sheet Pile Wall (Coastal Treatment) | Square Foot (sq m) | 0 (1) |
| 803-02 | Concrete Sheet Pile Wall | Square Foot (sq m) | 0 (1) |
| 803-03 | Steel Sheet Pile Wall | Square Foot (sq m) | 0 (1) |
| 803-04 | Aluminum Sheet Pile Wall | Square Foot (sq m) | 0 (1) |

## SECTION 804 – DRIVEN PILES

| | | | |
|---|---|---|---|
| *804-01 | Precast Concrete Piles (Size) | Linear Foot (lin m) | 0 (1) |
| *804-02 | Treated Timber Piles (Type Treatment) | Linear Foot (lin m) | 0 (1) |
| 804-02-A | Treated Timber Piles (Noncoastal Treatment) | Linear Foot (lin m) | 0 (1) |
| 804-02-B | Treated Timber Piles (Coastal Treatment) | Linear Foot (lin m) | 0 (1) |
| *804-03 | Steel Piles (Size) | Linear Foot (lin m) | 0 (1) |
| *804-04 | Cast-In-Place Concrete Piles (Size) | Linear Foot (lin m) | 0 (1) |
| 804-05 | Precast Concrete Test Piles | Each | 0 (0) |
| 804-06 | Timber Test Piles | Each | 0 (0) |
| 804-07 | Steel Test Piles | Each | 0 (0) |
| 804-08 | Cast-In-Place Concrete Test Piles | Each | 0 (0) |

| | | | |
|---|---|---|---|
| 804-09 | Loading Test Piles | Each | 0 (0) |
| 804-10 | Reloading Test Piles | Each | 0 (0) |
| 804-11 | Redriving Test Piles | Each | 0 (0) |
| 804-12 | Loading Permanent Piles | Each | 0 (0) |
| 804-13 | Precast Concrete Indicator Piles | Each | 0 (0) |
| 804-14 | Timber Indicator Piles | Each | 0 (0) |
| 804-15 | Steel Indicator Piles | Each | 0 (0) |
| 804-17 | Dynamic Monitoring | Each | 0 (0) |

| Letter Designation | Precast or Cast-In-Place Concrete Pile, in. (mm) | Steel Pile (Size) |
|---|---|---|
| A | 12” (300mm) | HP 8x36 (HP 200x54) |
| B | 14” (350mm) | HP 10x42 (HP 250x62) |
| C | 16” (400mm) | HP 10x57 (HP 250x85) |
| D | 18” (450mm) | HP 12x53 (HP 310x79) |
| E | 20” (500mm) | HP 12x74 (HP 310x79) |
| F | 24” (600mm) | HP 14x73 (HP 360x108) |
| G | 30” (750mm) | HP 14x89 (HP 360x132) |
| H | 36” (900mm) | HP 14x102 (HP 360x152) |
| I | 54” (1370mm) | HP 14x117 (HP 360x174) |

**Note:** See above table for Letter Designation for precast concrete pile size and steel bearing pile size.
**Example:**
Item 804-01-E, Precast Concrete Piles [20” (500 mm)]
Item 804-03-H, Steel Piles [HP 14x102 (HP 360x152)]
Item 804-04-D, Cast-In-Place Concrete Piles [18” (450mm)]

## SECTION 805 – STRUCTURAL CONCRETE

| | | | |
|---|---|---|---|
| *805-01 | Class A Concrete | Cubic Yard (cu m) | 2 (2) |
| 805-01-A | Class A Concrete (Pipe Headwalls) | Cubic Yard (cu m) | 2 (2) |
| 805-01-B | Class A Concrete (Box Culvert Headwalls) | Cubic Yard (cu m) | 2 (2) |
| 805-01-C | Class A Concrete (Retaining Walls) | Cubic Yard (cu m) | 2 (2) |
| 805-01-D | Class A Concrete (Footings) | Cubic Yard (cu m) | 2 (2) |
| 805-01-E | Class A Concrete (Piers) | Cubic Yard (cu m) | 2 (2) |
| 805-01-F | Class A Concrete (Bents) | Cubic Yard (cu m) | 2 (2) |
| 805-01-G | Class A Concrete (Box Girders) | Cubic Yard (cu m) | 2 (2) |
| 805-01-H | Class A Concrete (Counterweights) | Cubic Yard (cu m) | 2 (2) |
| *805-02 | Class A(M) Concrete | Cubic Yard (cu m) | 2 (2) |

**Note:** See “Class A Concrete” for letter designations to be used with Class A(M) concrete.
**Example:**
805-02-E, Class A(M) Concrete (Piers)

| | | | |
|---|---|---|---|
| 805-03 | Class AA Concrete | Cubic Yard (cu m) | 2 (2) |
| 805-04 | Class AA(M) Concrete | Cubic Yard (cu m) | 2 (2) |
| 805-05 | Class D Concrete | Cubic Yard (cu m) | 2 (2) |
| 805-06 | Class R Concrete | Cubic Yard (cu m) | 2 (2) |
| 805-07 | Class S Concrete | Cubic Yard (cu m) | 2 (2) |
| *805-08 | Precast-Prestressed Concrete Girder (Type) | Linear Foot (lin m) | 1 (2) |

Letter Designations for various types of precast - prestressed concrete girders shall be used as follows:

| | | | |
|---|---|---|---|
| A … Type I | C … Type III | E … Type V | G … Type BT-72 |
| B … Type II | D … Type IV | F … Type VI | H … Type Quad Beam |

| | | | |
|---|---|---|---|
| 805-09 | Expansion Joint Seal | Linear Foot (lin m) | 2 (2) |
| 805-10 | Bridge Superstructure and Substructure | Span | 0 (0) |
| 805-11 | Strip Seal Joints | Linear Foot (lin m) | 2 (2) |
| *805-12 | Reinforced Concrete Box Culverts (Size) | Linear Foot (lin m) | 1 (2) |

Letter designations for the various box culvert sizes shall be used as follows:

| Letter Designation | Box Culvert Size, ft (mm) (Span x Rise) | Letter Designation | Box Culvert Size, ft (mm) (Span x Rise) |
|---|---|---|---|
| A | 4 x 3 (1200 x 900) | M | 6 x 6 (1800x 1800) |
| B | 5 x 3 (1500 x 900) | N | 7 x 6 (2100 x 1800) |
| C | 6 x 3 (1800 x 900) | O | 8 x 6 (2400 x 1800) |
| D | 7 x 3 (2100 x 900) | P | 7 x 7 (2100 x 2100) |
| E | 4 x 4 (1200 x 1200) | Q | 8 x 7 (2400 x 2100) |
| F | 5 x 4 (1500 x 1200) | R | 9 x 7 (2700 x 2100) |
| G | 6 x 4 (1800 x 1200) | S | 8 x 8 (2400 x 2400) |
| H | 7 x 4 (2100 x 1200) | T | 9 x 8 (2700 x 2400) |
| I | 5 x 5 (1500 x 1500) | U | 10 x 8 (3000 x 2400) |
| J | 6 x 5 (1800 x 1500) | V | 9 x 9 (2700 x 2700) |
| K | 7 x 5 (2100 x 1500) | W | 10 x 9 (3000 x 2700) |
| L | 8 x 5 (2400 x 1500) | X | 10 x 10 (3000 x 3000) |

**Example:**

805-12-N Reinforced Concrete Box Culverts [7’ x 6’ (2100 x 1800)]
805-12-E Reinforced Concrete Box Culverts [4’ x 4’ (1200 x 1200)]
805-12-O-01 Reinforced Concrete Box Culverts [8’ x 6’ (2400 x 1800)

| | | | |
|---|---|---|---|
| 805-13 | Class F Concrete | Cubic Yard (cu m) | 2 (2) |

## SECTION 806 – REINFORCEMENT

| | | | |
|---|---|---|---|
| 806-01 | Deformed Reinforcing Steel | Pound (kg) | 0 (0) |
| 806-02 | Deformed Reinforcing Steel (Epoxy Coated) | Pound (kg) | 0 (0) |

## SECTION 807 – STRUCTURAL METALS

| | | | |
|---|---|---|---|
| 807-01 | Steel [ASTM A709, Gr. 36 (ASTM A709M, Gr. 250)] | Pound (kg) | 0 (0) |
| 807-02 | Steel [ASTM A709, Gr. 50 (ASTM A709M, Gr. 345)] | Pound (kg) | 0 (0) |
| 807-03 | Steel [ASTM A709, Gr. 50W (ASTM A709M, Gr. 345W)] | Pound (kg) | 0 (0) |
| 807-05 | Steel [ASTM A709, Gr. 100 (ASTM A709M, Gr. 690)] | Pound (kg) | 0 (0) |
| 807-06 | Structural Metalwork | Lump Sum | 0 (0) |
| 807-07 | Steel [ASTM A 709, Gr. HPS 50W (A 709M, Gr. HPS 345W)] | Pound (kg) | 0 (0) |
| 807-08 | Steel [ASTM A 709, Gr. HPS 70W (A 709M, Gr. HPS 485W)] | Pound (kg) | 0 (0) |
| 807-09 | Steel [ASTM A 709, Gr. 100W (A 709M, Gr. 690W)] | Pound (kg) | 0 (0) |

## SECTION 808 – STEEL GRID FLOORING

| | | | |
|---|---|---|---|
| 808-01 | Steel Grid Flooring | Square Foot (sq m) | 1 (2) |

## SECTION 809 – MOVABLE BRIDGES

| | | | |
|---|---|---|---|
| 809-01 | Movable Bridge Machinery | Lump Sum | 0 (0) |
| 809-02 | Traffic Barriers | Lump Sum | 0 (0) |
| 809-03 | Operating House | Lump Sum | 0 (0) |
| 809-04 | Machinery Houses | Lump Sum | 0 (0) |

## SECTION 810 – BRIDGE RAILINGS AND BARRIERS

| | | | |
|---|---|---|---|
| 810-01 | Concrete Railing (Type) | Linear Foot (lin m) | 2 (2) |
| 810-02 | Steel Railing | Linear Foot (lin m) | 2 (2) |
| 810-03 | Pipe Railing | Linear Foot (lin m) | 2 (2) |
| 810-04 | Steel and Concrete Railing | Linear Foot (lin m) | 2 (2) |
| 810-05 | Pipe and Concrete Railing | Linear Foot (lin m) | 2 (2) |

## SECTION 812 – TREATED TIMBER

| | | | |
|---|---|---|---|
| *812-01 | Treated Timber (Type Treatment) | MFBM (cu m) | 2 (2) |
| 812-01-A | Treated Timber (Land and Fresh Water) | MFBM (cu m) | 2 (2) |
| 812-01-B | Treated Timber (Coastal Treatment) | MFBM (cu m) | 2 (2) |

## SECTION 813 – CONCRETE APPROACH SLABS

| | | | |
|---|---|---|---|
| 813-01 | Concrete Approach Slabs | Square Yard (sq m) | 2 (2) |
| 813-02 | Concrete Approach Slabs (Pile Supported) | Square Yard (sq m) | 2 (2) |

## SECTION 814 – DRILLED SHAFT FOUNDATIONS

| | | | |
|---|---|---|---|
| *814-01 | Drilled Shaft (Diameter) | Linear Foot (lin m) | 1 (2) |
| *814-02 | Test Hole (Diameter) | Linear Foot (lin m) | 1 (2) |
| 814-03 | Permanent Casing | Linear Foot (lin m) | 1 (2) |
| *814-04 | Crosshole Sonic Logging (Diameter) | Each | 0 (0) |

Letter designations for various diameters shall be used as follows:

| | | |
|---|---|---|
| A … 18” (450mm) | D … 36” (900mm) | G … 72” (1800mm) |
| B … 24” (600mm) | E … 48” (1200mm) | H … 84” (2100mm) |
| C … 30” (750mm) | F … 60” (1500mm) | I … 96” (2400mm) |

**Examples:**

| | |
|---|---|
| 814-01-A | Drilled Shaft [18” (450mm) Diameter] |
| 814-02-C | Test Hole [30” (750mm) Diameter] |

## SPECIAL ITEMS

**Numbering System:** Road, Airport, and Public Works special items should start with Item No. S-001. Bridge special items should start with Item No. S-101. Pavement rehabilitation items that have been assigned numbers are included at the end.

| | | | |
|---|---|---|---|
| Adjusting Gas Lines (Size) | | Linear Foot (lin m) | 0 (0) |
| Adjusting Guard Rail | | Linear Foot (lin m) | 1 (2) |
| Adjusting Water Lines (Size) | | Linear Foot (lin m) | 0 (0) |
| Asphalt Slurry Seal Coat (Type ) | | Square Yard (sq m) | 0 (0) |
| Cement Treated Base Course (12 inch (300mm) Depth) | | Square Yard (sq m) | 0 (0) |
| Cleaning Existing Ditches | | Linear Foot (lin m) | 0 (0) |
| Cleaning, Painting, and Disposal (Near White Finish) | | Lump Sum | 0 (0) |
| Concrete Approach Slabs | | Each | 0 (0) |
| Deck Drainage Systems | | Lump Sum | 0 (0) |
| Detectable Warning System Retrofit for Curb Ramps | | Each | 0 (0) |
| Double Application Lime Treatment | -Lime | Ton (Mg) | 2 (2) |
| | -Treatment | Square Yard (sq m) | 0 (0) |
| Drainage Structures (Bridge vs. Culverts) | | Lump Sum | 0 (0) |
| Drainage Structures (Culverts Only) | | Lump Sum | 0 (0) |
| Dynamic Analysis | | Each | 0 (0) |
| Dynamic Message Sign Unit | | Each | 0 (0) |
| Flexible Post Traffic Delineators | | Each | 0 (0) |
| Geogrid | | Square Yard (sq m) | 0 (0) |
| Geotextile Fabric | | Square Yard (sq m) | 0 (0) |
| Headlands | | Linear Foot (lin m) | 0 (0) |
| Impact Attenuators (Construction Zone) | | Each | 0 (0) |
| Impact Attenuators (Inertial) | | Each | 0 (0) |
| Impact Attenuators (Kinetic) | | Each | 0 (0) |
| Irrigation Canals | | Linear Foot (lin m) | 0 (0) |
| Liquid Settlement Monitoring Instrumentation | | Lump Sum | 0 (0) |
| Load Testing a Drilled Shaft | | Each | 0 (0) |
| Mechanically Stabilized Earth Wall | | Lump Sum | 0 (0) |
| Open Graded Friction Course System (High Volume Traffic Application) | | Ton (Mg) | 0 (0) |

| | | |
|---|---|---|
| Open Graded Friction Course (Low Volume Traffic Applications) | Ton (Mg) | 0 (0) |
| Pier Protection System | Each | 0 (0) |
| Plugging Existing Water Wells | Each | 0 (0) |
| Raised Asphalt Concrete Median [___" (mm) Thick] | Square Yard (sq m) | 1 (1) |
| Rice Levees | Linear Foot (lin m) | 0 (0) |
| Roadway Joint Reinforcing Mesh (Detail Repair System) | Linear Foot (lin m) | 0 (0) |
| Roadway Reinforcing Mesh (Complete Road System) | Square Yard (sq m) | 0 (0) |
| Rumble Strips (Ground-In) | Mile (km) | 1 (1) |
| Sawing and Sealing Longitudinal and Transverse Joints in Asphaltic Concrete Overlay, and Sawcuts in Asphaltic Concrete Lifts | Linear Foot (lin m) | 0 (0) |
| Special Anchor Section | Each | 0 (0) |
| Surface Preparation | Lump Sum | 0 (0) |
| Temporary Construction Entrance | Each | 0 (0) |
| Temporary Queue Detection System | Lump Sum | 0 (0) |
| Test Drilled Shaft (Diameter) | Each | 0 (0) |
| Traffic Maintenance Asphaltic Concrete | Ton (Mg) | 1 (1) |
| Traffic Maintenance Superpave Asphaltic Concrete | Ton (Mg) | 1 (1) |
| Ultra-Thin HMAC Wearing Course System | Square Yard (sq m) | 0 (0) |
| Ultra-Thin Whitetopping (UTW) | | |
| [2-4 inches (50-200mm) thick] -Placement | Square Yard (sq m) | 1 (1) |
| -Concrete | Cubic Yard (cu m) | 1 (1) |
| Untreated Timber Foundations for Bedding Material | MFBM (cu m) | 0 (0) |
| White Preformed Heat-Applied Retroreflective | | |
| Thermoplastic Striping Material -(Lines) | Linear Foot (lin m) | 0 (0) |
| -(Symbols) | Each | 0 (0) |

**GUIDELINES FOR SPONSOR'S ENGINEER ACTING AS "PROJECT ENGINEER" TO ADMINISTER CONSTRUCTION CONTRACTS**

**I. The Sponsor's Engineer will obtain a copy of the executed Agreement (Project) between the Department of Transportation and Development (DOTD) and the Sponsor. The Sponsor's Engineer will become familiar with the agreement and comply with all applicable provisions.**

**II. There is an Article in the agreement, which is labeled as "CONSTRUCTION". Normally, this article says the following, *"The Sponsor or its consultant will provide technical administration and inspection during the project construction; however, in the event a consultant provides this service for the Sponsor it will be performed under the direct supervision of a full time employee of the Sponsor who will have charge and control of the project at all times."***

**This article continues, as follows:**

***"Except where a deviation has been mutually agreed to in writing by both the DOTD and the Sponsor, the following specific requirements shall apply.***

1. ***When it is stipulated in Louisiana Standard Specifications for Roads and Bridges that approval by the engineer or the DOTD is required for equipment and/or construction procedures, such approval must be obtained through the DOTD Construction Section. All DOTD policies and procedures for obtaining such approval shall be followed.***
2. ***All construction inspections personnel utilized by the Sponsor and/or the Sponsor's consultant must meet the same qualifications required of DOTD construction personnel. When certification in a specific area is required, these personnel must meet the certification requirements of DOTD.***
3. ***All construction procedures must be in accordance with DOTD guidelines and policies established by the Construction Contract Administration Manual, latest edition, the Engineering Directives and Standard Manual, and any applicable memoranda. These documents will be made available to the consultant through the Sponsor from DOTD.***
4. ***All documentation of pay quantities must conform to the requirements of DOTD as outlined in the Construction Contract Administration Manual, latest edition. This manual will be made available to the consultant through the Sponsor from DOTD.***
5. ***All materials to be tested shall be sampled in accordance with DOTD's Sampling Manual. All material testing other than those tests normally run by project personnel on the job site shall be tested by the DOTD's District or Central Laboratory.***

***The Consultant and/or the Sponsor shall be required to comply with all parts of this section while performing duties as project engineer."***

**The following is a checklist that can be used by a Sponsor's Engineer to confirm that they are in compliance with the articles of the executed Agreement and other requirements of the Transportation Enhancement program.**

**PROJECT ENGINEER CHECKLIST**

- ❑ **1. <u>PRE-CONSTRUCTION CONFERENCE</u> - After the contract has been awarded and the Notice of Contract Execution has been issued, the Sponsor and/or Project Engineer (for the consulting engineering firm) will schedule and hold a Pre-Construction Conference. Be sure that all parties involved are notified and invited to the meeting. (The DOTD Construction Coordinator may be able to assist with this meeting.)**

- ❑ **2. <u>INSPECTORS</u> - The Sponsor's Project Engineer will provide either DOTD "qualified" or "certified" inspectors to actually inspect the work being done on the job. Certified inspectors are required to inspect the following classifications of work:**

  **(1) Embankment and Base Course**
  **(2) Asphaltic Concrete Roadway**
  **(3) Asphaltic Concrete Plant**
  **(4) Structural Concrete**
  **(5) Portland Cement Concrete Pavement**

  **Examples of work that can be done by a qualified inspector are laying pipe, building sidewalks, planting trees, erosion control work, etc. [Any questions as to what type of work requires a certified or qualified inspector, can be answered by the DOTD Construction Coordinator.]**

- ❑ **3. <u>SUBCONTRACTORS</u> - The prime contractor must submit any request for "approval" of subcontractors to the Project Engineer. The P.E. will forward the request to the Project Control Section of DOTD (in Baton Rouge), attention Ms. Linda Swain. <u>No one</u> other than the prime contractor can work on the job, unless they have been <u>approved</u> as a subcontractor by DOTD (HQ).**

- ❑ **4. <u>SAMPLING & TESTING</u> – The District Lab Engineer will assist the Project Engineer in developing a "Sampling Plan"; i.e., a list of all the materials that have to be sampled and all the tests that have to be taken on the job. It will be the <u>P.E.'s</u> responsibility to make sure that he and his inspectors are familiar with the Sampling Plan and comply with all of its requirements, throughout the life of the job. Also, the P.E. will give the contractor a copy of the Sampling Plan at the Pre-Construction Conference, for his information and use.**

- ❑ **5. <u>WORK ORDER</u> - It is the responsibility of the Sponsor to issue the Work Order to authorize the contractor to begin work on the project.**

- ❑ **6. <u>SHOP DRAWINGS AND/OR SUBMITTALS</u> – Shop Drawings and/or submittals are to be reviewed and approved by the Project Engineer and/or Consulting Engineering Firm. No work should be done on these items, until the drawings/submittals have been <u>approved</u> and returned to the contractor.**

- ❑ **7. <u>PLAN CHANGES</u> – The specifications require that contract work be completed in accordance with the plans and specifications. Any changes to the plans or specifications will require a plan change. The P.E. will be responsible for developing all plan changes and submitting them for approval, which includes approval from DOTD (HQ). [The**

**Construction Coordinator is available to provide advice and assistance in this matter; however, they will <u>not</u> do the plan change for the P.E.] Extra work shall <u>NOT</u> be started, until the plan change has been approved by all parties. ***

- ❑ **8. <u>DIARIES</u> – Project diaries shall be written and kept by the P.E./inspectors on a <u>daily basis</u>, during the life of the project. These diaries will record the work done that day, equipment and personnel on the job, weather conditions and whether a contract day was charged. ***

- ❑ **9. <u>INSPECTION OF THE WORK</u> – It is the responsibility of the P.E. and his inspectors to monitor the work being performed. Except in unusual circumstances, it is required that either the P.E. and/or inspectors be on the job observing the contractors performance and work being done on a <u>daily basis</u>; i.e., *if the contractor is working, there should be inspectors on the job.* If there are any questions about this, please get with the Construction Coordinator for clarification. ***

- ❑ **10. <u>MEASUREMENT OF WORK</u> – The P.E. and his inspectors are responsible for measuring the work that has been completed (in accordance with plans and specifications) and documenting these items and quantities in a field book for pay purposes. These measurements should be done in a timely manner. ***

- ❑ **11. <u>PAYMENT</u> – The Sponsor is responsible for paying the contractor for <u>all</u> the work he has done, on a monthly basis. A partial estimate will developed each month, by the P.E., and submitted to the Construction Coordinator for their review and approval. (Proof of payment and/or a photo-copy of the check to the contractor is also required.) Once the partial estimate has been approved, the Sponsor will be issued a check to "reimburse" them for percentage specified in the State/Sponsor Agreement of the cost of the work for that month. *It is critical that the contractor be paid correctly and on time.***

- ❑ **12. <u>FINAL INSPECTION/ACCEPTANCE</u> – When the job is complete, the Sponsor/P.E. shall set up a Final Inspection and Acceptance of the project. Applicable parties shall be notified of same, including the DOTD Construction Coordinator.**

- ❑ **13. <u>FINAL ESTIMATE</u> – Once the project is complete, the P.E has to do the following:**

    **(1) Submit a completed Sampling Plan, showing that all test and Samples have been taken and what happened to any "failing" tests.**

    **(2) Submit a completed Final Estimate and "as-built" drawings.**

    **(3) All of this should be completed no later than 45 days after the Final Acceptance of the job.**

*** See the Construction Contract Administration Manual, latest edition, for additional details and requirements.**

DOTD 03-40-0655
REV. 11/80
STATE OF LOUISIANA
DEPT. OF TRANSPORTATION & DEVELOPMENT
PLAN CHANGE AND/OR SPECIAL AGREEMENT

NO. **10**

DATE: **6/7/01**

| S. P. NO. | F. A. P. NO. |
|---|---|
| **454-02-0026** | **IM 12-1(100)022** |
| NAME **LIVINGSTON - TANGIPAHOA PARISH LINE** | PARISH **LIVINGSTON** |
| Category **3** | ROUTE **I-12** |

ENGINEERS DESCRIPTION, EXPLANATION AND ESTIMATED COST OF PROPOSED REVISION

The intent of this plan change is to add an item to fill an 18" reinforced concrete pipe which had faulted at several joints with flowable fill.

ADD ITEM S-020, FLOWABLE FILL IN REINFORCED CONCRETE PIPE (18"), in the amount of 1 EACH or 100%.
The embankment had eroded from around the pipe underneath the roadway due to the faulted joints. The roadway had settled around the pipe and there was no way to get to the section of pipe underneath the roadway without cutting through the existing base course and approximatly 4 feet of embankment. This concrete pipe was only draining a small area near a bridge which was graded to drain to the next catch basin and an option to slip line the pipe was deemed too expensive.

Attachments: Contractor price quote for flowable fill (att. 1)
Price quote from subcontractor to slip line pipe. (att 2)

THE ABOVE WILL NECESSITATE THE FOLLOWING CHANGES IN QUANTITIES (IF SPACE IS NOT SUFFICIENT, USE EXTRA FORMS)

| ITEM NO. | ITEM | UNIT | UNIT PRICE | REVISED | | ORIGINAL | |
|---|---|---|---|---|---|---|---|
| | | | | QUANTITY | AMOUNT | QUANTITY | AMOUNT |
| S-020 | FLOWABLE FILL IN REINFORCED | EACH | $4,064.91 | 1.000 | $4,064.91 | 0.0 | $0.00 |
| | CONCRETE PIPE (18") | | | | | | |
| | | | | | | | |
| | | | | | | | |
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| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| ADDITIONAL CONTRACT DAYS REQUESTED NONE | AMOUNT OF OVERRUN $4,064.91 | | | TOTAL | $4,064.91 | TOTAL | $0.00 |

IT IS MUTUALLY AGREED TO PERFORM AND ACCEPT THE ABOVE REVISIONS IN ACCORDANCE WITH ORIGINAL CONTRACT AND APPLICABLE SPECIFICATIONS AT THE ABOVE PRICES. APPROVAL OF THIS PLAN CHANGE BY THE DOTD CHIEF ENGINEER IS SUBJECT TO AND CONDITIONED UPON APPROVAL BY OTHER PARTICIPATING AGENCIES AND BECOMES OFFICIAL UPON DISTRIBUTION.

**REQUESTED BY:**

DATE:

MICHAEL A. RICCA, P.E.
RESIDENT CONSTRUCTION ENGINEER

**ACCEPTED BY:**

DATE:

BARRIERE CONSTRUCTION CO., L.L.C.

FORWARD TO BATON ROUGE:

1 ORG 655 W/ATT, 1 COPY 655 W/ATT & 1 COPY 655.

**RECOMMENDED BY:**

DATE:

DISTRICT ADMINISTRATOR

DATE:

DOTD CHIEF CONST. ENGINEER

**APPROVED:**

DATE:

CHIEF ENGINEER

Preliminary Estimate Worksheet
SP#

| Item Number | Item Description | Pay Decimal | Unit Cost | Quantity Pd To Date | % Over/Under | Estimate Quantity | Reference |
|---|---|---|---|---|---|---|---|
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# M A T E R I A L  M E M O R A N D U M

PROJECT NO. 268-01-0014 F.A.P. : STP-423-1(008)

HIGHWAY: LA 447 PARISH: LIVINGSTON

ESTIMATE NO.: DATE:

ITEM NO.: 304(01) RECEIVED FROM: COASTAL BRIDGE CO. INC.

DESCRIPTION OF MATERIAL: LIME

TOTAL AMOUNT OF MATERIAL AS SHOWN IN PREVIOUS MEMORANDUM:

RECEIVED SINCE LAST MEMORANDUM:

| | TICKET NO. | | | | TICKET NO. | | |
|---|---|---|---|---|---|---|---|
| BOOK NO. | FROM | TO | QUANTITY | BOOK NO. | FROM | TO | QUANTITY |

CURRENT TOTAL THIS MEMORANDUM: 0.00
LESS DEDUCTIONS:
SHRINKAGE (See letter from Laboratory)

CURRENT DEDUCTIONS:

NET CURRENT AMOUNT TO BE ADDED TO LAST MEMORANDUM 0.00

TOTAL AMOUNT OF MATERIAL TO BE PAID FOR 0.00

TOTAL AMOUNT ALLOWED FOR PAYMENT LAST MEMO:
CURRENT AMOUNT ALLOWED FOR PAYMENT THIS ESTIMATE:
TOTAL AMOUNT ALLOWED FOR PAYMENT TO DATE: 0.00

REMARKS:

MICHAEL A. RICCA, P.E.
PROJECT ENGINEER

PROJECT SAMPLING PLAN
E D S M NO III 5 1 2

| | |
|---|---|
| PROJECT NO | 744-64-0004 |
| F A P NO | ENH-6400(501) |
| PROJECT NAME | WINNFIELD SIDEWALK IMPROVEMENTS |
| ROUTE | |
| PARISH | WINN |
| PROJECT ENGINEER | WILLIAM B DEAN |

Prepared By HERBERT F AARON III
Verified By
Date 1/29/02

| MATERIAL | | MINIMUM SAMPLES REQUIRED | SAMPLES TAKEN |
|---|---|---|---|
| SECTION 706 CONCRETE WALKS DRIVES AND INCIDENTAL PAVING<br>ITEM NOS 706(01)(A) Concrete Walk (4 thick) | | 125 0 SY | |
| 1) Concrete Mix Design | | | |
| 2) Compressive Strength Acceptance (3 cyl /50 cu yds ) | | | |
| 3) Slump Acceptance (1/50 cu yds ) | | | |
| 4) Burlap Cloth Burlap & White Polyethylene Sheeting White Polyethylene Sheeting & Waterproof Paper VISUAL INSPECTION | | | |
| 5) Curing Compound Certification of Delivery [QPL 65] | | | |
| 6) Joint Filler Acceptance (Preformed Bituminous)(1/5000 LF) | ≈ | | |
| 7) Reinforcing Steel | | | |
| A) Adhesive Anchor System Acceptance (1/type)[QPL 52] | ≈ | | |
| B) Dowel Bars Acceptance (1/shipment/pavement depth) | ≈ | | |
| C) Mechanical Butt Splicing Acceptance (1/size/shipment)[QPL 44] | ≈ | | |
| D) Tie Bars Acceptance (1/size/grade/150 000 lb/source) | ≈ | | |
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≈ If PCCP concrete is less than 2000 yd³ visual inspection by project engineer Sample only if questionable

| MATERIAL | MINIMUM SAMPLES REQUIRED | SAMPLES TAKEN |
|---|---|---|
| SECTION 707 CURB AND GUTTER<br>ITEM NOS 707(01)(A) Concrete Curb (Incls Reinforcement) | 3100 LF | |
| 1) Backfill Acceptance VISUAL INSPECTION | | |
| 2) Concrete Class M | See Next Sheet | |
| 3) Burlap Cloth Burlap & White Polyethylene Sheeting White Polyethylene Sheeting & Waterproof Paper VISUAL INSP | | |
| 4) Curing Compound Certificate of Delivery [QPL 65] | | |
| 5) Form Release Agent Acceptance VISUAL INSP [QPL 29] | | |
| 6) Joint Fillers Acceptance (1/5000 lin ft) ∝ ≈ | | |
| 7) Joint Former/Sealer Acceptance (1/5000 lin ft) ≈ | | |
| 8) Joint Sealant Certificate of Delivery [QPL 42 For Silicone Polymer] [QPL 67 For Rubberized Asphalt Type] [QPL 5 For Polyurethane Polymer] ▯ | | |
| 9) Joint Sealant Backing Material VISUAL INSPECTION | | |
| 10) Joint Sealant Primer VISUAL INSPECTION | | |
| 11) Preformed Joint Seal Acceptance (1/6000 lin ft/seal lot/size/type) [QPL 6] | | |
| 12) Reinforcement VISUAL INSPECTION | | |
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∝ [QPL 18 for preformed closed cell polyethylene joint filler] preformed polyurethane foam has a minimum frequency of 1/5000 lin ft /type regardless of the amount of PCCP concrete

≈ If PCCP concrete is less than 2000 yd³, visual inspection by project engineer Sample only if questionable

▯ When material is not accompanied by CD sample 1/batch or shipment

| MATERIAL | | MINIMUM SAMPLES REQUIRED | SAMPLES TAKEN |
|---|---|---|---|
| SECTION 713 TEMPORARY SIGNS BARRICADES & PAVEMENT MARKINGS | | | |
| ITEM NOS 713(01) Temporary Signs & Barricades | | Lump Sum | |
| 1) Advanced Warning Arrow Panel VISUAL INSPECTION | | | |
| 2) Barricade Warning Lights Certif of Compliance [QPL 16] | | | |
| 3) Drums Certif of Compliance [QPL 38 for plastic drums] | | | |
| 4) Drums Sheeting Certificate of Compliance [QPL 13] | | | |
| 5) Glass Beads Certificate of Delivery | ∇ & | | |
| 6) Portable Flasher Supports VISUAL INSPECTION | | | |
| 7) Raised Pavement Markers Certificate of Delivery [QPL 9] | | | |
| 8) Adhesives for Pavement Markers Certificate of Delivery [QPL 59 for Bituminous/QPL 32 for Epoxy] | & | | |
| 9) Temp Pavement Marking Tape Certif of Delivery [QPL 60] | | | |
| 10) Temporary Signs & Barricades | | | |
| A) Barricades Signs & Vertical Panels VISUAL INSP | | | |
| B) Sheeting Material VISUAL INSPECTION [QPL 13] | | | |
| 11) Thermoplastic Pavement Markings Certif of Delivery | ∇ & | | |
| 12) Traffic Paint Certificate of Delivery [QPL 36] | ∇ & | | |
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∇ When material is not accompanied by CD sample 1/lot
& Count by Lab Nos

| MATERIAL | MINIMUM SAMPLES REQUIRED | SAMPLES TAKEN |
|---|---|---|
| SECTION S 001 HANDICAP ACCESS RAMPS | | |
| ITEM NOS S 001Handicap Access Ramps | Lump | Lump Sum |
| 1) Concrete Mix Design | | |
| 2) Compressive Strength Acceptance (3 cyl /50 cu yds ) | | |
| 3) Slump Acceptance (1/50 cu yds ) | | |
| 4) Burlap Cloth Burlap & White Polyethylene Sheeting White Polyethylene Sheeting & Waterproof Paper VISUAL INSPECTION | | |
| 5) Curing Compound Certification of Delivery [QPL 65] | | |
| 6) Joint Filler Acceptance (Preformed Bituminous)(1/5000 LF) ≈ | | |
| 7) Reinforcing Steel | | |
| A) Adhesive Anchor System Acceptance (1/type)[QPL 52] ≈ | | |
| B) Dowel Bars Acceptance (1/shipment/pavement depth) ≈ | | |
| C) Mechanical Butt Splicing Acceptance (1/size/shipment)[QPL 44] ≈ | | |
| D) Tie Bars Acceptance (1/size/grade/150 000 lb/source) ≈ | | |
| 8) Handrail (Certificate of Analysis) | | |
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≈ If PCCP concrete is less than 2000 yd³ visual inspection by project engineer Sample only if questionable

| MATERIAL | MINIMUM SAMPLES REQUIRED | SAMPLES TAKEN |
|---|---|---|
| SECTION S 001 HANDICAP ACCESS RAMPS | | |
| ITEM NOS S 001 Handicap Access Ramps | Lump | Lump Sum |

**VISUAL INSPECTION BY PROJECT ENGINEER FOR ALL PIPE**

**CONCRETE PIPE AND PIPE ARCH** CD includes test report lab no For gasket materials
**METAL PIPE** CD Includes gage diameter coupling bands gasket materials and hardware
**PLASTIC CULVERT PIPE** CD includes split coupling bands straps and gasket material In lieu of CD a letter from Const Fab Insp to P E shall suffice

| | | | |
|---|---|---|---|
| 1) Backfill | | | |
| A) Density Acceptance (1/100 ft or location/lift) For Non Paved Side Drain compaction to the satisfaction of the P E with the exception of Plastic Pipe | → | | |
| B) Granular Material Acceptance (1/1000 yd³) | | | |
| C) Protective Soil Blanket Accept (1/1000 yd³) | ↑ | | |
| D) Selected Soil Acceptance (1/1000 yd³) | | | |
| E) Usable Soil Acceptance (1/1000 yd³) | | | |
| 2) Bedding Material Acceptance (1/1000 yd³/stockpile) | | | |
| 3) Conduit Plug Concrete Class R | | | |
| 4) Gasket Material Certificate of Delivery [QPL 4] | | | |
| 5) Geotextile Fabric Acceptance (1/type/lot) [QPL 61] | | | |
| 6) Mortar VISUAL INSPECTION | | | |
| 7) Plastic Yard Drain Pipe & Joints Cert of Compliance | ↓ | N/A | |
| 8) Certificate of Compliance on Corrugated Metal Pipe | | | |
| 9) Certificate of Delivery (Analysis) for Each Item LINEAR FEET OF EACH ITEM | | Next Page | |
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→ For Selected Soils 1/6 inch compacted thickness For granular material 1/12 inch compacted thickness
↑ Not required if tested and approved as required Excavation or Borrow material See Small Quantities Rule
↓ Sample fittings & gasket material 1/type/shipment

| MATERIAL | MINIMUM SAMPLES REQUIRED | SAMPLES TAKEN |
|---|---|---|
| SECTION S 001 HANDICAP ACCESS RAMPS<br>ITEM NOS | | |
| 9) Certificate of Delivery (Analysis) for Each Item LINEAR FEET OF EACH ITEM | | |
| Reinforced Concrete Pipe (18 ) | | |
| Reinforced Concrete Pipe (36') | | |
| Reinforced Concrete Pipe (42 ) | | |
| Reinforced Concrete Pipe (54 ) | | |
| Corrugated Metal Pipe (18 ) | | |
| Corrugated Metal Pipe (24 ) | | |
| Corrugated Metal Pipe (36 ) | | |
| Corrugated Metal Pipe (48 ) | | |
| Corrugated Metal Pipe (60') | | |
| Corrugated Metal Pipe (72 ) | | |
| Corrugated Metal Pipe (96 ) | | |
| 18 PVC Pipe | | |
| 15 PVC Pipe | | |
| 8 PVC Pipe | | |
| 2 Stream Crossing Water Line (Buried) | | |
| Ductile Iron Sewer Pipe (8 ) | | |
| Flap Gates (48 ) | | |
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STATE PROJECT 744 64 0004 EDSM NO III 5 1 2

| MATERIAL | MINIMUM SAMPLES REQUIRED | SAMPLES TAKEN |
|---|---|---|
| SECTION S 002 CONCRETE RESTORATION MATERIAL | | |
| ITEM NOS S 002 Concrete Restoration Material | 1 270 Sq Yard | |
| For Details on concrete material see Special Provisions of Contract | | |
| 1) Polymer modified portland cement mortar (Acceptance) Part A & B 1 gallon of each (see note) | | |
| A) 2 copies of manufacturer s literature to include Product Data Sheets and appropriate | | |
| Material Safety Data Sheets(MSDS) | | |
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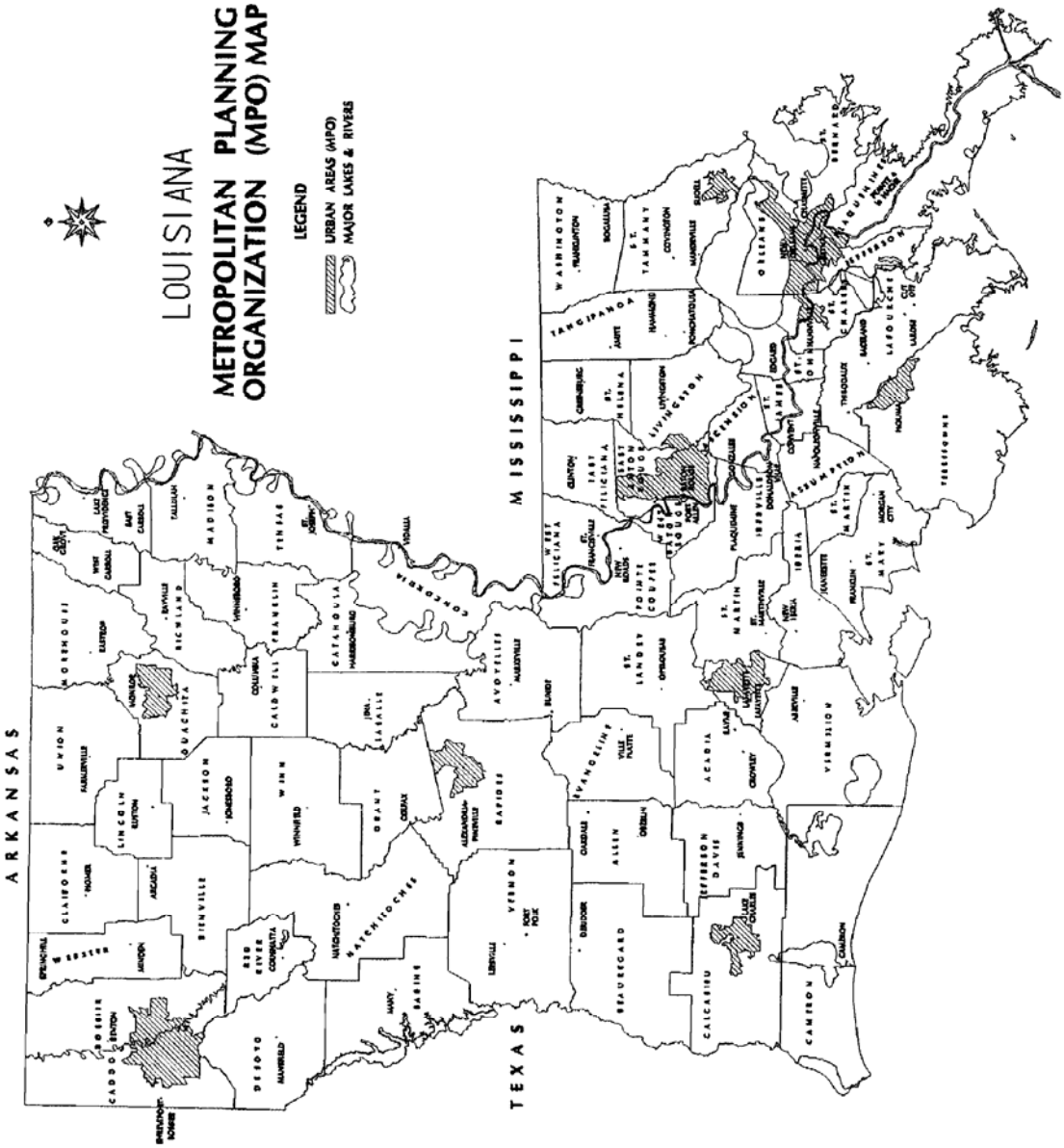
Note When submitting samples to Material Lab include copy of Special Provisions for this item


LOUISIANA
METROPOLITAN PLANNING ORGANIZATION (MPO) MAP
LEGEND
URBAN AREAS (MPO)
MAJOR LAKES & RIVERS
ARKANSAS
MISSISSIPPI
TEXAS

# METROPOLITAN PLANNING ORGANIZATIONS

The following is a list of the metropolitan planning organizations for the state of Louisiana. Applicants with projects in an area served by one of these organizations must attach a letter of endorsement for their project from the MPO.

**Alexandria-Pineville Area**
Rapides Area Planning Commission
P.O. Box 7586
Alexandria, LA 71306
Contact Person: John Miller
Phone: (318) 487-5401
Fax: (318) 487-5406

**Baton Rouge/Baker/Brusly/Denham Springs/Port Allen/Walker/Zachary Area**
Capital Region Planning Commission
P.O. Box 3355
Baton Rouge, LA 70821-3355
Contact Person: Huey Dugas
Phone: (225) 383-5203
Fax: (225) 383-3804

**Houma Area**
South Central Planning & Development Commission
P. O. Box 1870
Grey, LA 70359
Contact Person: Kevin Ghirardi
Phone: (985) 851-2900
Fax: (985) 851-4472

**Lafayette Parish**
Lafayette City-Parish Consolidated Government
P.O. Box 4017C
Lafayette, LA 70502
Contact Person: Mike Hollier
Phone: (337) 291-8016
Fax: (337) 291-8003

**Lake Charles/Sulphur/Westlake Area**
Imperial Calcasieu Regional Planning & Development Commission
P.O. Box 3164
Lake Charles, LA 70602
Contact Person: Abe Fontenot
Phone: (337) 433-1771
Fax: (337) 433-6077

**Monroe/West Monroe Area**
North Delta Regional Planning and Development District
1913 Stubbs Ave.
Monroe, LA 71201
Contact Person: Mr. Doug Mitchell
Phone: (318) 387-2572
Fax: (318) 387-9054

**New Orleans Area/St. Charles Parish Urbanized Area/North Plaquemines Parish Area/ South St. Tammany Parish Area**
Regional Planning Commission
1340 Poydras Street, Suite 2100
New Orleans, LA 70112
Contact Person: Walter Brooks
Phone: (504) 568-6611
Fax: (504) 568-6643

**Shreveport/Bossier City Area**
Northwest Louisiana Council of Governments
509 Market Street, Suite 1000
Shreveport, LA 71101
Contact Person: Kent Rogers
Phone: (318) 673-5950
Fax: (318) 673-5952

# CONTACTS

**SHPO**

State Historic Preservation Officer

Ms. Pam Breaux
Louisiana Department of Culture, Recreation & Tourism
Division of Historic Preservation
PO Box 44247 Baton Rouge, LA 70804-4247
Phone Number: (225) 342-8160
Fax Number: (225) 342-8173

**LaDOTD Personnel**

Enhancement Program Manager

Valerie A. Horton
Louisiana Department of Transportation & Development
P.O. Box 94245
Baton Rouge, LA 70804-9245
Phone Number: (225) 379-1585
Fax Number: (225) 379-1351
E-mail: vhorton@dotd.louisiana.gov

HQ Enhancement Coordinator: All addresses are the same as the Enhancement Program Manager.

Steve Meek
Phone Number: (225) 379-1833
Fax Number: (225) 379-1351
E-mail: smeek@dotd.louisiana.gov

**District Administrators**

**District 02**

Tom Payment
PO Box 9180
Bridge City, LA 70096-9180
Phone Number: (504) 437-3101
Fax Number: (504) 437-3260
Toll Free Number: 1-800-256-1599

**District 03**

William Fontenot, Jr.
PO Box 3648
Lafayette, LA 70502
Phone Number: (337) 262-6101
Fax Number: (337) 262-6260
Toll Free Number: 1-800-256-1817

**District 04**

John Sanders
PO Box 38
Shreveport, LA 71161-0038
Phone Number: (318) 549-8301
Fax Number: (318) 549-8463
Toll Free Number: 1-800-762-1852

**District 05**

Donald Tolar
PO Box 4068
Monroe, LA 71211
Phone Number: (318) 342-0101
Fax Number: (318) 342-0260
Toll Free Number: 1-800-256-1595

**District 07**

R. H. Hennigan
PO Box 1430
Lake Charles, LA 70602
Phone Number: (337) 437-9101
Fax Number: (337) 437-9260
Toll Free Number: 1-800-752-6706

**District 08**

Wayne Marchand
PO Box 5945
Alexandria, LA 71307-5945
Phone Number: (318) 561-5101
Fax Number: (318) 561-5114
Toll Free Number: 1-800-542-3509

**District 58**

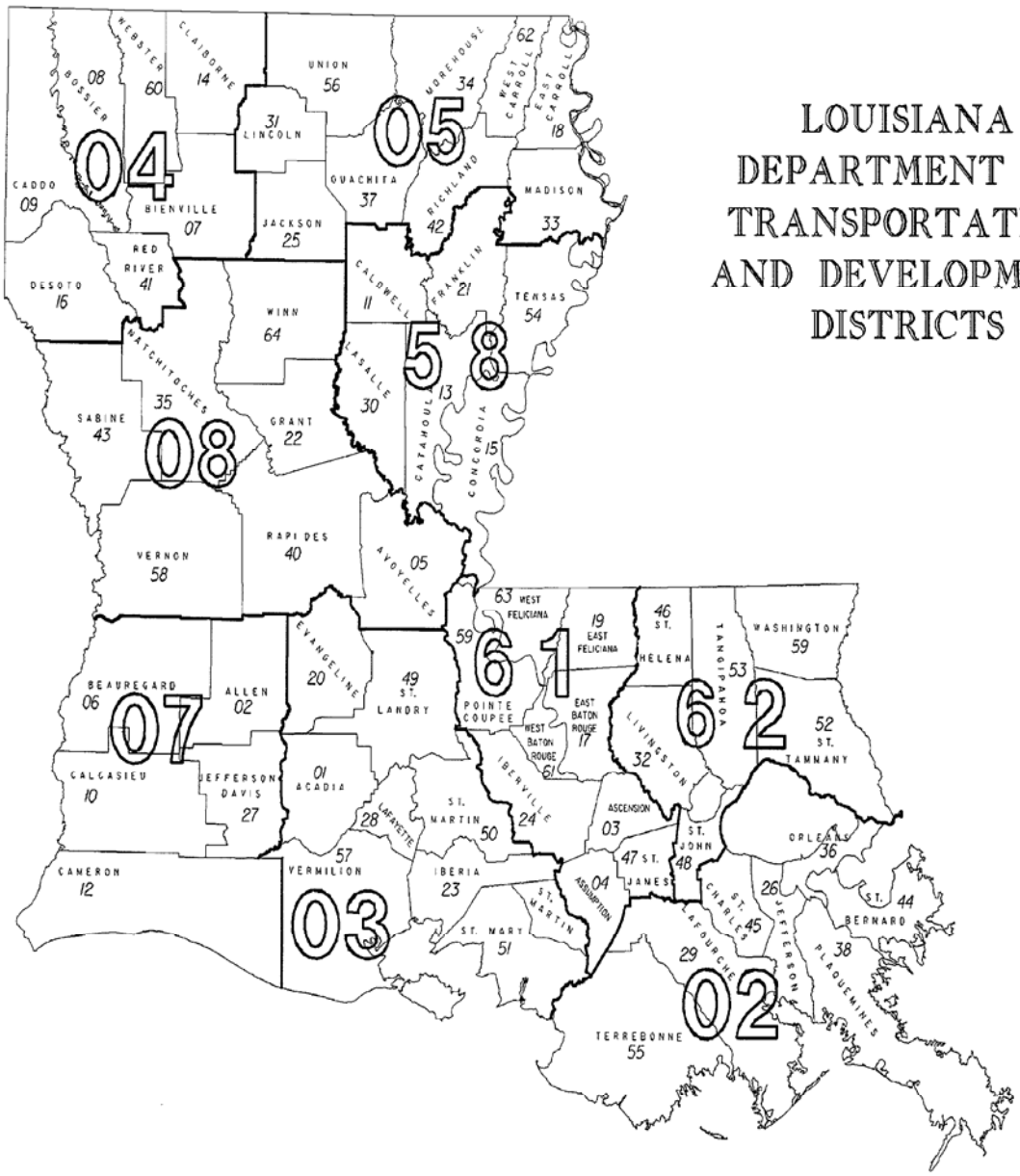
Ricky Moon
PO Box 110
Chase, LA 71324
Phone Number: (318) 412-3101
Fax Number: (318) 412-3260
Toll Free Number: 1-800-256-1610

**District 61**

Roy Schmidt
PO Box 831
Baton Rouge, LA 70821
Phone Number: (225) 231-4101
Fax Number: (225) 231-4108
Toll Free Number: 1-800-256-1875

**District 62**

Connie Standige
683 N. Morrison Blvd
Hammond, LA 70401
Phone Number: (985) 375-0101
Fax Number: (985) 375-0260
Toll Free Number: 1-800-545-9280


LOUISIANA
DEPARTMENT OF
TRANSPORTATION
AND DEVELOPMENT
DISTRICTS
04
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WEBSTER
CLAIBORNE
UNION
MOREHOUSE
WEST CARROLL
EAST CARROLL
BOSSIER
LINCOLN
OUACHITA
RICHLAND
MADISON
CADDO
BIENVILLE
JACKSON
RED RIVER
CALDWELL
FRANKLIN
TENSAS
DESOTO
WINN
CATAHOULA
CONCORDIA
NATCHITOCHES
LASALLE
SABINE
GRANT
VERNON
RAPIDES
AVOYELLES
WEST FELICIANA
EAST FELICIANA
ST. HELENA
WASHINGTON
TANGIPAHOA
EVANGELINE
ST. LANDRY
POINTE COUPEE
EAST BATON ROUGE
WEST BATON ROUGE
LIVINGSTON
ST. TAMMANY
BEAUREGARD
ALLEN
ACADIA
IBERVILLE
ASCENSION
ST. JOHN
ORLEANS
CALCASIEU
JEFFERSON DAVIS
LAFAYETTE
ST. MARTIN
ST. JAMES
ST. CHARLES
ST. BERNARD
CAMERON
VERMILION
IBERIA
ASSUMPTION
LAFOURCHE
JEFFERSON
PLAQUEMINES
ST. MARY
TERREBONNE